

**FRUITPORT COMMUNITY SCHOOLS
NOTICE OF INTENT TO EMPLOY**

DEPARTMENT: Special Education (Eastern Service Unit)

LOCATION: Fruitport Middle School

POSITION: Instructional Assistant LRE

QUALIFICATIONS:

- High school diploma or equivalent required.
- Associates Degree or successful completion Paraprofessional Assessment.
- Experience with children with disabilities.

RESPONSIBILITIES:

- Assist students with daily living skills, including but not limited to: eating, personal hygiene, toileting, communication, mobility.
- Ability to lift and/or support with the physical transfer of students.
- Carry out instructional plans of the teacher with individual children or small groups.
- Supervise children getting on and off the bus, in hallways, on community outings, and in special activities in and outside of the school building.
- Assist teacher with record keeping responsibilities.
- Assist teacher with preparation of materials.
- Perform other duties as assigned by the classroom teacher.
- Knowledge of and ability to implement Positive Behavioral Interventions and Supports.

DAYS/HOURS: Monday – Friday, start and end time TBD

Internal candidates interested in applying for this position may do so by sending a letter of interest to ESU Director, Greg Bodrie, 3255 E Pontaluna Rd, Fruitport, MI 49415.

External candidates interested may apply electronically by clicking on the Employment link under the Department tab on our district website at www.fruitportschools.net.

DATE OF POSTING: December 15, 2023

DATE POSTING ENDS: Until filled

Fruitport Community Schools | 3255 East Pontaluna Rd. | Fruitport, MI 49415 | 231-865-4001
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