

PLEASE POST

RIVER VALLEY SCHOOL DISTRICT INTERNAL/EXTERNAL POSTING

The following position is currently available:

Position: **Part-time Staff Assistant – Summer School**
July 9th – August 9th every Monday, Tuesday, Wednesday, Thursday
Three Oaks Campus

Compensation: \$12.50 per hour for 1st year summer school staff assistant
\$15.00 per hour for 2nd year and beyond summer school staff assistant

Qualifications: **Required**
All paraprofessionals hired for a Title I supported program must have a secondary school diploma or its recognized equivalent and one of the following:

- A. Completed two (2) years study at an institution of higher education; or
- B. Obtained at least an associate degree; or
- C. Met a rigorous standard of quality and demonstrate through formal State or local academic assessment of knowledge and the ability to assist in instructing, reading, writing, and mathematics; or b) reading readiness, writing readiness, and mathematics readiness as appropriate.

Preferred

- Has experience working in a school setting
- Has the experience of supervising students and being responsible for their safety
- Has experience working with school-age children

Duties

- Assist in upholding and enforcing school rules
- Work with individual student or small groups to conduct interventions as deemed necessary for student learning
- Keep the teachers informed of student progress or non-progress of individual students
- Assist in supervising students in your charge both inside and outside the classroom
- Perform other duties assigned by supervisor
- Maintain confidentiality of information

Application: Send a letter of interest to:

Heidi Clark
Elementary Principal
13742 Three Oaks Rd.
Sawyer MI 49125
426-4204

Date of Posting: June 15, 2018

Deadline Date: June 22, 2018

The River Valley School District Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Any person who believes that he or she has been discriminated against or denied equal opportunity or access to the District's programs, activities, or services may contact the District's "Compliance Officers": Mrs. Heidi Clark, Elementary Principal (extension 1701) or Mr. Patrick Breen, Middle/High School Principal (extension 1032), 15480 Three Oaks Road, Three Oaks, MI 49128, 269-756-9541.

Internal, RVEA, Web