

Corunna Public Schools

Posting

January 5, 2021

POSITION:

- Paraprofessional (Elementary)

JOB DESCRIPTION:

Our paraprofessionals assist students in class, during lunch and recess, with academic and behavioral interventions. This person must supervise children to ensure a positive, safe environment during class/lunch/recess time. To accomplish these tasks, the classroom/lunchroom/recess paraprofessional works closely with the staff and administration of Corunna Public Schools to ensure that all students receive a quality education and a safe environment.

JOB / DISTRICT / COMMUNITY HIGHLIGHTS:

Corunna Public Schools is looking for the best **paraprofessional** available. Our district lives our mission statement of preparing an unprecedented number of students to be college **and/or** career ready on a daily basis. Our district is known for offering quality education in a small-town environment with the amenities of a larger community (our district buildings are five minutes away from Applebee's, Culver's, Meijer, WalMart, etc.).

Our county's cost of living is incredibly low. We are a class "B" school (around 130 students per grade level) with a reputation for higher standards; as a result, nearly 40% of our students are school of choice. We have the only inclusive preschool in the county. Our school is the community "hub" and Homecoming is still a big deal in our small town, which is the county seat. Our community is incredibly supportive of our district as well. We have high-achieving athletic teams and award-winning extra-curricular programs. Despite having nearly 40% of students coming to us via school of choice, our constituents passed a nearly \$17 million bond a few years ago to upgrade our buildings. We also were recently fortunate to have earned a \$123,000 Michigan State Police competitive grant to upgrade security features in our buildings.

Our High School was also rated by US News and World Report as the BEST high school in Shiawassee County in its most recent evaluation.

QUALIFICATIONS:

- Minimum of an Associate's Degree or equivalence of an Associate's Degree, or have successfully completed the ParaPro Assessment
- Desire to continue career improvement.
- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write simple correspondence.

GENERAL DUTIES AND RESPONSIBILITIES:

- Knowledge, skill, and abilities to work with elementary students
- Assist in supervising the students during class, lunch, and recess
- Assist in responding to the individual needs of students
- Communicate effectively with all members of the school district
- Direct movement of groups to and from the lunchroom and playground in a safe and organized manner
- React to change productively and handle other tasks as assigned
- Potential member of the Emergency Response Team
- Assist working in various classroom environments to help students academically, emotionally, and socially
- Assist in the setup and supervision of students during lunch and recess
- Observe, record and report student behavior
- Use appropriate behavior management techniques to maintain a positive climate
- Set high expectations for student behavior
- Communicate, collaborate, and cooperate with colleagues, administration, and students
- Assist in providing for potential special physical needs of students
- Assist in lunchroom/classroom clean up

- See that district and building policies are observed during lunch and recess.
- Adhere to all district health and safety policies.
- To work in the classroom, working with the teacher to help students academically, socially, behaviorally and to fully participate in a positive learning environment.
- Be readily available and willing to assist in any area of need.
- Other duties as assigned by the principal, which are consistent with the general requirements and qualifications of the position.

Physical Requirements/Environmental Conditions:

- Requires the ability to sit and/or stand for prolonged periods.
- Occasionally requires the ability to manually move, lift, carry, pull, or push heavy objects or materials.
- Occasionally requires the ability to stoop, bend and reach.
- Must be able to work in noisy and crowded environments.
- Must be able to work indoors and outdoors year-round.
- Must possess or acquire CPI training and be able to meet physical demands of CPI

DEADLINE: Until filled

SALARY: Per Master Agreement

STARTING DATE: As soon as pre employment items are completed.

APPLY: For full consideration of your candidacy, please complete the entire online application on the Shiawassee County RESD website <http://www.sresd.org/District/1153-Job-Opportunities.html> by the deadline listed. In addition, upload your letter of interest, resume, transcripts, and any supporting documentation. Or, you may hand-deliver and/or mail the above materials to:

Corunna Public Schools
c/o Superintendent John P. Fattal
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Corunna, MI 48817