



**Harbor Springs  
Public Schools**

Excellence in Character  
Excellence in Education

**Internal / External Posting**

**Notice of Vacancy**

**AIDE**

**FOR LIBRARY, LUNCH RECESS & OFFICE  
(28.75 HOURS PER WEEK)**

<b>LOCATION</b>	Blackbird Elementary School
<b>HOURS</b>	<b>Monday—Friday</b> 9:00 am—2:45 pm; 5.75 hours per day
<b>STARTING DATE</b>	As soon as possible.
<b>RATE OF PAY</b>	As established by Master Support Contract Starting at \$10.69 per hour; after 60 working days \$11.64 per hour
<b>REQUIREMENTS</b>	<ul style="list-style-type: none"><li>• At least eighteen (18) years of age; general good health, vision, and hearing; knowledge of first aide and CPR desirable.</li><li>• Ability to communicate with students and organizational skill.</li></ul>
<b>CONTACT</b>	Send relevant information to: Nathan Fairbanks, Principal Blackbird Elementary School 421 East Lake Street Harbor Springs, Michigan 49740 Telephone (231) 526-4600 Email: <a href="mailto:nfairbanks@harborps.org">nfairbanks@harborps.org</a>
<b>APPLICATION DEADLINE</b>	Monday, September 13, 2021—4:00 pm EST or until filled

Applications may be picked up at the Superintendent's Office, Monday through Friday from 8:00 a.m. to 4:30 p.m.

**Posting Date—September 7, 2021**