



**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)  
TWO POSITIONS AVAILABLE**

**LOCATION**

Blackbird Elementary School

**HOURS**

**Monday—Friday**  
5.75 hours per day; between 8 a.m. –3 p.m.

**STARTING DATE**

Start of 2023-24 school year

**RATE OF PAY**

As established by Master Support Contract  
Starting at \$13.89 per hour; after 60 working days \$14.86 per hour

**REQUIREMENTS**

- At least eighteen (18) years of age; general good health, vision, and hearing; knowledge of first aide and CPR desirable.
- Ability to communicate with students and organizational skill.

**CONTACT**

Send relevant information to:  
Nathan Fairbanks, Principal  
Blackbird Elementary School  
421 East Lake Street  
Harbor Springs, Michigan 49740  
Telephone (231) 526-4600  
Email: nfairbanks@harborps.org

**APPLICATION  
DEADLINE**

Wednesday, May 31, 2023—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—May 17, 2023**