



## Internal / External Posting

### Notice of Vacancy

# SPECIAL ED INCLUSION AIDE

(28.75 HOURS PER WEEK)

<b>LOCATION</b>	Blackbird Elementary School
<b>HOURS</b>	Monday—Friday; 9:15 am—3:00 pm 5.75 hours/day; Total of 28.75 hours per week
<b>STARTING DATE</b>	As soon as possible
<b>RATE OF PAY/BENEFITS</b>	As established by Master Support Contract <ul style="list-style-type: none"><li>Starting at \$13.89, after 60 work days increase to \$14.86</li><li>Paid sick, vacation, holidays, wellness benefit, vision &amp; LTD</li></ul>
<b>REQUIREMENTS</b>	<ul style="list-style-type: none"><li>Ability to work in a stressful environment</li><li>Willingness to attend training sessions</li><li>Patience</li><li>Ability to work with general education and special education teachers to support students</li><li>Respects the value of confidentiality and integrity</li><li>Works cooperatively with others</li><li>Has a positive attitude toward job and clientele</li><li>Conducts him-or/herself in a professional and ethical manner</li><li>General good health, vision, and hearing; knowledge of first aide and CPR desirable</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>	December 13, 2023 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. or online at [www.harborps.org/District/Jobs available/Support Staff Application Form](http://www.harborps.org/District/Jobs%20available/Support%20Staff%20Application%20Form).

**Posting Date—December 5, 2023**