

NOTICE OF VACANT POSITION

Support Personnel Tuscola Intermediate School District Announces:

Date of Posting: October 25, 2018
 *Deadline for Application: **Bid Meeting November 7, 2018 @ 8:15 a.m. in the ADL Room of HPS**
 Starting Date: Immediately

| POSITION | IMMEDIATE SUPERVISOR | Working Hours/Days | Working Year |
|--|------------------------------------|--|--------------|
| Teacher Parapro/Adult SXI Classroom (Rotating One on One) | L. Driscoll/SXI | 8:15 a.m. to 3:15 p.m. Monday – Friday | 184 |
| Teacher Parapro/MOCI and SCI Classroom (Rotating One on One) **Must be Job Coach certified or obtain within 30 days of starting position ***Must have a Chauffeurs License or obtain within 30 days of starting position | K. Jamieson/MOCI and C. Lemcke/SCI | 8:15 a.m. to 11:45 a.m. Monday – Friday Jamieson’s Classroom 11:45 a.m. to 3:15 p.m. Monday – Friday Lemcke’s Classroom | 184 |
| | Lemcke/SCI | 8:15 a.m. to 3:15 p.m. Monday – Friday | 184 |
| Temporary - Teacher Parapro/SCI Classroom (Rotating One on One) Temporary position contingent upon the return of staff member on medical leave | | | |

* This position will be posted to the general public until filled. Internal candidates must bid for the position at the BID Meeting outlined above.

CLASSIFICATION: Teacher Parapro RESPONSIBLE TO: Stephanie VanPetten, Assistant Principal-HPS
 LOCATION: Highland Pines School RATE OF PAY: Per TIPPA Master Agreement


MINIMUM REQUIREMENTS - PARAPRO:

- ◆ Possess a high school diploma or general education degree (GED)
- ◆ Completed two years of relevant special education experience compatible with assignment
- ◆ Demonstrate competency in reading, writing and mathematics by passing the District’s approved ETS Parapro assessment test by achieving a passing score of 460

BARGAINING UNIT MEMBERS INTERESTED IN VACANCIES MUST MAKE APPLICATION IN WRITING WITHIN 7 WORKING DAYS FROM THE DATE OF POSTING. IF A CURRENT EMPLOYEE IS APPLYING FOR A POSITION IN A DIFFERENT CLASSIFICATION, IT IS THE EMPLOYEE’S RESPONSIBILITY TO PROVIDE DOCUMENTATION OF MINIMUM QUALIFICATIONS AT THE TIME OF APPLICATION. THE EMPLOYER SHALL MAKE KNOWN ITS DECISION AS TO WHICH APPLICANT HAS BEEN SELECTED TO FILL A POSTED POSITION WITHIN 15 WORKDAYS AFTER THE EXPIRATION OF THE POSTING PERIOD. **This posting is for the position/s specified and any positions which may become open due to retirement and/or as a result of filling this posting.**

APPLY IN WRITING WITH A COVER LETTER, A RESUME AND A COMPLETED APPLICATION TO:

Amanda Astley
 Tuscola Intermediate School District
 1385 Cleaver Road, Caro, MI 48723
aastley@tuscolaisd.org

Posted By:  10-25-18
 Signature Date

| For Office Use Only | |
|--|--|
| <u>PLEASE POST:</u> TTC-2, HPS-2, TISD Admin Bldg., REMC, Pioneer Work & Learn | |
| Other: _____ | |
| <u>COPIES TO:</u> TIPPA President, TIEA President, Supt., Asst. Supt. | |
| Summer TIPPA Members (if applicable), TIPPA Members on Layoff (if applicable) | |
| Other: _____ | |