



KINGSTON COMMUNITY SCHOOLS

3644 Ross Street

Kingston, Michigan 48741

"There is a brilliant child locked inside every student" – Marva Collins

11-20-23

Kingston Elementary School 1-on-1 Paraprofessional

Job Description:

Kingston Elementary School is seeking a paraprofessional. Paraprofessional duties include 1:1 support for students with special needs, classroom support, cafeteria duty, and playground supervision.

Job Qualifications:

Applicants must be able to work in a professional environment with other educators. Previous experience in a school setting is preferred.

Preferred Knowledge/Skills:

- Experience working with small groups or one-on-one with students in grades K-6.
- Ability to follow a schedule and use time management skills.
- Effective oral and written communication skills.
- Ability to supervise students on the playground and in the cafeteria during lunch.
- Experience with Acadience progress monitoring and benchmark tools.
- Experience with Gmail and Google Docs.
- Ability and eagerness to work with students, staff, parents/guardians, and community organizations on a regular basis.

Compensation/Work Days:

Wages will be determined based on degree/level of experience. 5 days per week

Apply to:

Josh Campbell, Elementary Principal

jcampbell@kingstonk12.org

or

Josh Campbell, Elementary Principal

Kingston Elementary School

3644 Ross St. Kingston, MI 48741

Posting Deadline: Until Filled

Kingston Community Schools is an equal opportunity employer

STATEMENT OF NON-DISCRIMINATION It is the policy of Kingston Community Schools that no person shall on the basis of sex, race, color, national origin, or handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination in employment or any of its programs or activities.

NEED TO ESTABLISH RIGHT TO WORK In accordance with the federal law, any person employed by the district must provide evidence that they are eligible to work in the United States.

CRIMINAL RECORDS CHECK In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review. No person having a felony conviction shall be hired.

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