White Cloud Public Schools

Building a Tradition of Excellence

www.whitecloud.net

NOTICE OF VACANCY-INTERNAL-EXTERNAL POSTING

POSITION: SPECIAL EDUCATION PARAPROFESSIONAL

LOCATION: White Cloud Elementary

POSTING DATE: October 30, 2026 **DEADLINE:** November 6, 2026

QUALIFICATIONS:

Required Education/Certification:
High School Diploma
Successful Completion upon hire of the ETS Reading, Math, Writing test or Approved College Classes/Credits or Degree

Preferred Experience:
Additional experience/education preferred.
CPI (Non-violent Crisis Intervention) certified.

RESPONSIBILITIES AND DUTIES:
The position's responsibilities are to instruct the students with district approved curriculum and intervention strategies ensuring the student has a variety of opportunities to be successful and productive members of the school community. Additional responsibilities include:

- Assist students with behavioral issues.
- Supervise students during bus arrival/departure.
- Supervise students during lunch/recess.
- Assist students with instructional needs.
- Assist students with daily school routine.
- Assist students with staff/student interactions.
- Take direction from and work closely with General Education, Special Education, and Ancillary staff on students' needs.
- Conduct frequent Motor breaks with students.
- Assist students with bathrooming
- Any other duties as determined by the building principal.

Hours: 7:45 a.m. to 3:00 p.m. (6.75 hrs/day)

INTERESTED CANDIDATES: Please forward via email or mail a letter of interest, resume, certifications, and references to the following address: Lorie Watson, Principal, White Cloud Elementary, 555 Wilcox Ave., P.O. Box 1000, White Cloud, MI 49349. watsonl@whitecloud.net

Equal Opportunity Employer

NONDISCRIMINATION: In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, it is the policy of White Cloud School District that no person shall on the basis of race, color, religion, national origin or ancestry, sex (including sexual orientation or transgender identity), age, disability, height, weight, genetic discrimination, marital status, military status, or any other legally protected category be legally excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, or service or in employment. In accordance with Federal regulations, White Cloud School District has appointed a Title VII, Title IX, Section 504/ADA, and Age Discrimination Coordinator (CO). Any questions, suggestions or complaints should be directed to Ed Canning, White Cloud Public Schools, 555 Wilcox Ave., P.O. Box 1000, White Cloud, MI 49349.