



# Mason Consolidated Schools

2400 Mason Eagles Drive Erie, MI 48133

Andrew Shaw, Superintendent

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[www.eriamason.k12.mi.us](http://www.eriamason.k12.mi.us)

## INTERNAL/EXTERNAL POSTING

<b>Posting Date:</b>	March 5, 2020
<b>Position:</b>	Independence Facilitator Aide
<b>Location:</b>	Central Elementary School
<b>Reports to:</b>	Building Principal
<b>Wages:</b>	In accordance with the paraprofessionals' agreement
<b>Work Hours/Days:</b>	2019-2020 School year. Approximately 20-28.75 hours per week
<b>Deadline to Apply:</b>	Until Filled
<b>Responsibilities:</b>	Instructional Support: <ul style="list-style-type: none"><li>• Classroom assistance with teacher and other staff</li><li>• Data collection</li></ul> Mobility: <ul style="list-style-type: none"><li>• Make Accommodations for student during the school day</li><li>• May assist student in attending to personal needs including health and self-care needs such as catheterization &amp; toiletry</li></ul> Lunch and recess duties
<b>Qualifications:</b>	<b>Education:</b> Associates Degree or its equivalent or Passing Score on Proficiency test <b>Experience:</b> Previous experience as a teacher aide for special needs children First Aid knowledge and competence Good verbal, math and grammar skills Ability to lift at least 75 pounds frequently
<b>Criminal History:</b>	All Employees of the Mason Consolidated School District are fingerprinted for a Michigan and FBI criminal history check. The processing fee of \$43.25 is the responsibility of the employee.
<b>Method of Application:</b>	Letter indicating interest in the position, proof of credentials District application (available at <a href="http://www.eriamason.k12.mi.us">www.eriamason.k12.mi.us</a> ), resume
<b>Send information to:</b>	Beth Sherman, HR Specialist Mason Consolidated Schools 2400 Mason Eagles Drive Erie, MI 48133 <a href="mailto:sherman@eriamason.k12.mi.us">sherman@eriamason.k12.mi.us</a>

*It is the policy of the Mason Consolidated School District that no discriminatory practices based on gender, race, religion, color, age, national origin, disability, height, weight or any other status covered by federal, state or local law be allowed in providing instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Superintendent of Schools at the Mason Consolidated School District, 2400 Mason Eagles Drive, Erie, MI 48133 or call (734) 848-9304. APPROVED AUGUST 18, 2003*