

INTERNAL/EXTERNAL POSTING

**HARBOR SPRINGS PUBLIC SCHOOLS
800 State Road
Harbor Springs, Michigan 49740**

Notice of Vacancy

SPECIAL ED INCLUSION AIDE (11.25 HOURS/WEEK)

LOCATION	Middle School
HOURS	Monday—Friday 12:45—3:00 p.m. (11.25 hours/week)
STARTING DATE	September 8, 2010
RATE OF PAY	As established by Master Support Contract Starting at \$9.65 per hour
REQUIREMENTS	<ul style="list-style-type: none">• Ability to work in a stressful environment• Willingness to attend training sessions• Patience• Ability to work with general education and special education teachers to support students• Respects the value of confidentiality and integrity• Works cooperatively with others• Has a positive attitude toward job and clientele• Conducts him-or/herself in a professional and ethical manner• At least eighteen (18) years of age; general good health, vision, and hearing; knowledge of first aide and CPR desirable.
CONTACT	Send relevant information to: Wil Cwikiel, Principal Harbor Springs Middle School 800 State Road Harbor Springs, Michigan 49740 Telephone (231) 526-4700
APPLICATION DEADLINE	Tuesday, September 7, 2010—4:00 p.m. EST

Applications may be picked up at the Superintendent's Office, Monday through Thursday from 8:00 a.m. to 4:30 p.m.

Posting Date—August 31, 2010