EAST CHINA School District

1585 Meisner Road
East China, MI 48054
Phone: 810-676-1033
Fax: 810-676-1034

PLEASE POST
Applications are being accepted until the position is filled. Position is available immediately. Please apply ASAP.

Early Childhood Special Education (ECSE)
Adult Support Paraprofessional

QUALIFICATIONS:
High school diploma required
Experience working with children with special needs preferred
Ability to work well with adults and students and take direction from numerous supervisors
Possess good communication skills, both oral and written
Excellent attendance pattern required
Must be physically fit to perform required job tasks
Non-violent crisis prevention (CPI) trained or be willing to be trained after hire

RESPONSIBILITIES:
Assist preschool aged student with physical, and/or cognitive impairments
Assist with toileting and changing of diapers
Maintain confidentiality of student, parents and school personnel
Implement behavior plan(s) as written by professional staff
Redirect student both within and outside of the school building
May pick up and drop off student at bus upon arrival or departure from school
Follow through with reinforcement of daily lessons as directed
Explain consequences of inappropriate behaviors
Other duties as assigned by the classroom teacher and building administrator

REPORT TO:
Classroom Teacher

HOURS:
Monday through Friday (school days): 12:39 p.m. - 3:39 p.m. (three hours per day)

2025-2026 HOURLY RATE: $14.00

APPLICATION PROCEDURES:
Applicants should apply online at: http://www.applitrack.com/eastchina/onlineapp/default.aspx?all=1

QUESTIONS MAY BE DIRECTED TO:
Personnel Department
810-676-1000

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