

LAKEVILLE COMMUNITY SCHOOLS

11107 Washburn Road
Otisville, MI 48463

NOTICE OF A VACANCY **INTERNAL/EXTERNAL**

Applications are now being accepted for the following positions:

Substitute Lunch/Recess Aide(s)

Columbiaville Elementary
EDUSTAFF POSITION

Internal Candidates

Make an application to Holly Morgan, Columbiaville Elementary Principal, at hmorgan@lakevilleschools.org

External Candidates

Make application to: Lakeville Community Schools via the [Mid-Michigan Area Public Schools Consortium website](#).

The following items must be included in the application:

- Cover Letter
- Resume
- Certificates
- References

Date Posted: September 9, 2025

Deadline for Application: Until filled

JOB SUMMARY:

Substitute Lunch/Recess Aide provides support to students during lunch and recess.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE:

1. High school diploma or equivalent
2. Must be willing to obtain further training as necessary