

# MONTROSE COMMUNITY SCHOOLS



**Internal/External Job Posting  
Carter Elementary Lunch/Recess Paraprofessional  
for the 2026-2027 school year  
1 Open Position**

**Required Qualifications:**

1. Must meet the educational and/or proficiency criteria by the federal Every Student Succeeds Act (ESSA)
2. Ability to work productively with students in a variety of settings
3. Excellent oral and written communication skills

**Duties and Skills**

1. Promotes a professional image of the school district and encourages community partnerships that enhance district programs.
2. Supports an inclusive educational environment. Provides opportunities for all students to participate.
3. Promotes the proper use, care, and security of school property and spaces.
4. Takes all reasonable precautions to ensure safety. Provides appropriate student supervision.
5. Uses diplomacy and exercises self-control when dealing with other individuals.
6. Balancing, bending, crouching, kneeling, reaching, and standing.
7. Lifts, carries, and moving work-related supplies/equipment.
8. Travels to meeting and work assignments.
9. Regular in-person attendance.

**Work Conditions and Compensation:**

1. Third party employee
2. 10:10 a.m. - 1:30 p.m. on full days (3 hours with a 20 minutes Monday - Friday)
3. Does not work on Early Release Days
4. Hourly pay rate as determined by Building Aide Associations Contract
5. Start Date August 18, 2026.

**Deadline for Application:**

Interested applicants should apply immediately.

Interested applicants should apply directly to:

<https://www.applitrack.com/gcaps/onlineapp/application.aspx?login=true>

Please direct all questions to:  
**Mr. Shaun Brewer, Carter Elementary Principal**  
Carter Elementary School  
200 Park Street  
P.O. Box 3129  
Montrose, MI 48457-0829

*Montrose Community Schools does not discriminate on the basis of religion, race, color, national origin, sex, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category in its programs and activities, including employment opportunities. Any person who believes that s/he has been discriminated against should immediately contact the School District's Compliance Officer listed below:*

**Mr. Casey Schaub**  
High School Principal  
810-591-8822  
[cschaub@montroseschools.org](mailto:cschaub@montroseschools.org)

**Mrs. Shawna Birchmeier**  
Middle School Principal  
810-591-8832  
[sbirchmeier@montroseschools.org](mailto:sbirchmeier@montroseschools.org)