



# FLUSHING COMMUNITY SCHOOLS

Flushing, Michigan

June 5, 2026

## VACANCY NOTICE

The following position is available for the 2026-2027 school year:

### Paraprofessional (Skills Trainer)

Located at: Meijer, 4141 Morrish Rd. Swartz Creek

#### JOB RESPONSIBILITIES:

- Works with Steering Committee to recruit and select interns
- Develops internships (this includes task lists and the VocFit Assessment)
- Works with team to match interns to internships
- Teaches tasks to interns and ensures they gain competitive skills (using job aids as needed)
- Partners with the managers / mentors to support interns' progress and solve any challenges
- Comfortable working in a retail setting
- Customer service skills required
- Willingness to collaborate with Meijer Staff or Host Agency
- Provides direct job skills and coaching to help interns become independent on the job site.

This position requires the ability to stand and walk for extended periods while supervising and monitoring interns at assigned work-based learning sites, with or without reasonable accommodation.

**SALARY:** Currently \$15.16 per hour (pending contract for the 26-27 school year)

#### APPLICATION PROCESS:

**INTERNAL CANDIDATES:** Must submit a letter of interest and resume to the Personnel Office:

[rebecca.fisher@flushingschools.org](mailto:rebecca.fisher@flushingschools.org)

#### EXTERNAL CANDIDATES:

All interested candidates must apply online through Applitrack using the following link:

<https://www.applitrack.com/qcaps/onlineapp/JobPostings/view.asp?FromAdmin=true&AppliTrackJobId=34674>

#### APPLICATION DEADLINE:

**INTERNAL:** Friday, June 12, 2026 @ 4:00 p.m.

**EXTERNAL:** Until Filled

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Compliance Officer

Jason Melynchek, Deputy Superintendent

Flushing Community Schools, 522 N. McKinley Rd., Flushing, MI 48433

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