

# Lakeview Community Schools

602 Washington Street  
Lakeview, Michigan 48850

Phone: 989-352-6226  
Fax: 989-352-8245

Kelly Nielsen, Superintendent  
Laura Taylor, Business Clerk  
Denise Kurtze, Administrative Assistant  
WWW.LakeviewSchools.net

## JOB POSTING

Administrator/Supervisor's Approval to post <u>MA</u>	Date: <u>10-20-25</u>
Authorization by: <u>[Signature]</u> , Superintendent	Date: <u>10-20-25</u>
Posted by: <u>OK</u>	Date: <u>10-20-25</u>
Removed on: _____	By: _____

October 21, 2025

**JOB POSTING:** Lakeview Middle School 1:1 Special Education Paraprofessional  
Special Education Support – 6.5 Hours per day

General Description: 1:1 support for a middle school student. Follow IEP plan and collaborate with IEP Team/Providers.

Reports to: Middle School Building Principal

Employment Status: Full time

Starting date: October 29, 2025

### Qualifications:

- High School Graduate
- Highly Qualified Status; Associate Degree, 60 semester credit hours, and/or Passing Score on the ETS Paraprofessional Test
- Recent Supervised Classroom Work or Field Experience Implementing Educational Activities
- Valid driver's license
- Positive attitude and ability to work with students and adults
- Ability to use positive methods of discipline
- Experience with young children
- High moral character and good attendance record
- Ability to follow directions and work well as a team player
- Other duties as assigned by the building principal

Preferred: CPR, First Aid, and CPI Certifications

Required: (Prior to Starting/Hiring)  
Clear Criminal Background Check through a fingerprint check (Paid for by Applicant)

Reports to: Lakeview Middle School Principal

Salary and Benefits: Per Support Staff Handbook

**Deadline for Application: October 28, 2025**

**Internal Candidates may apply in writing to Mr. Marty Aldrich, Principal (aldrichm@lakeviewschools.net)**

### NOTICE OF NONDISCRIMINATION

The Lakeview Community School District in accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent, Kelly Nielsen, Lakeview Community Schools, 602 Washington Street, Lakeview, Michigan 48850 (989) 352-7221