MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT

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621 New Street ♦ PO Box 367 ♦ Stanton, Michigan 48888

Telephone: 616-225-4700 ♦ TDD: 800.649.3777 ♦ Fax: 989.831.8727 ♦ www.maisd.com

Our Vision: MAISD will be an educational partner in building strong communities.
Our Mission: In partnership with its communities, MAISD provides innovative & effective learning opportunities for students, schools and families.

Position Opening

Posting Date: November 12, 2026

Position: Special Education Paraeducator, Floater – Students with Moderative Cognitive Impairments, Greenville Middle School

Effective Date: Immediate

Circumstances: Staff Retirement

Certification/ Qualifications:

1. Minimum High School Diploma or GED
2. Experience working with Emotionally Impaired students preferred
3. CPI Certification
4. Experience supporting students in general education classes preferred
5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Terms of Employment: 7.25 Hours per day (7:10 a.m. – 2:55 p.m.) School Year Calendar
Wage and benefits to be in accordance with the Master Agreement for Support Staff.

Job Goal: To assist the teacher in helping students with impairments achieve maximum benefit from their educational programs.

Performance Responsibilities:
The duties of the paraeducator will include, but are not limited to the following:

1. Cooperate with building principal, special education supervisor and teacher.
2. Demonstrates confidentiality.
3. Experience working with children with Emotional Impairments preferred.
4. Ability to lift 50 pounds.
5. Certified in CPI.
6. Possess academic skills that enable him/her to support Middle School and High School instruction.
7. Aid in implementation of school program: academically, socially and behaviorally.
8. Assist the teacher in dealing with the needs of a group or a particular student.

It is the policy of Montcalm Area Intermediate School District that no person shall be subjected to discrimination in any educational program, service, or activity that it provides, nor in any employment for which it is responsible. As such, MAISD and its Board of Education does not discriminate on the basis of race, color, national origin, gender (including orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected classes. Inquiries related to discrimination should be directed to the MAISD Superintendent.

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9. Work cooperatively with teachers and ancillary staff toward the implementation of student objectives and documentation of progress.
10. Follow behavior intervention plans.
11. Work towards a positive, productive school environment.
12. Supervise students to maintain their health and safety.
13. Assist students in all transitions, school routines and instructional tasks.
14. Maintain classroom routine and behavioral strategies.
15. Carry on relationships with students, other staff in a positive and professional manner.
16. Participate in school activities, programs, etc. as often as possible.
17. Such other duties as may be assigned by the immediate supervisor, Associate Superintendent of Special Education, Superintendent or Board of Education.

Additional Information: Lisa Hutchins, Special Education Supervisor
Montcalm Area Intermediate School District
(616) 225-4724 or lhutchins@maisd.com

Applications: If you are qualified and interested in this position, please complete an online application through Applitrack located from the Employment Section on our website www.maisd.com Submit the application, detailed resume, work experience, references, and pertinent credentials through the online process.

Deadline for Applications: Until Filled

Posted on: 11/12/2026 By Jess Dora

Authorized By Kathleen Flynn
Kathleen Flynn, MAISD Superintendent

Statement of Assurance:
Montcalm County Intermediate School is an Equal Opportunity Employer. Auxiliary aids and services are available upon request to individuals with disabilities. EEO

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