



## Clarenceville School District Job Posting

**Position:** Special Education Paraprofessional

**Location:** Botsford Elementary

**Schedule:** School Year Calendar

**Salary:** Per CPA agreement

**Posting Date:** September 2025

**Deadline:** Until Filled

**Starting Date:** As soon as available

### ABOUT CLARENCEVILLE:

The Clarenceville School District is located in the metropolitan Detroit suburbs, serving students in Livonia, Farmington and Redford and also surrounding communities through schools of choice. It is centrally located within a half hour of Downtown Detroit, Metro Airport, Ann Arbor and an hour from Lansing. It is located in a desirable community and is known for its welcoming feel due to its small size.

### ROLE:

In Clarenceville Schools, Special Education Paraprofessionals are more than classroom support—they are champions of inclusion and equity. Guided by our belief that “People Do Well When They Can” and that every student deserves independence and dignity, paras play a hands-on role in helping students access the curriculum, build skills, and thrive alongside their peers. This role involves supporting individualized instruction, supporting positive behavior strategies, assisting with personal care when needed, and collaborating with teachers and the IEP team. Special Education Paraprofessionals may support students in general or special education classrooms. By extending the reach of our special education staff, paraprofessionals ensure that all learners are met with competence, compassion, and high expectations.

### QUALIFICATIONS:

- Completion of one of the following:
  - Complete at least two years of study at an institution of higher education (equal to 60 semester hours); or
  - Obtain an Associate’s degree (or higher); or
  - Meet a rigorous standard of quality and demonstrate, through a formal state or local academic assessment
    - Examples: WorkKeys and Michigan Test for Teacher Certification – Basic Skills (MTTC)
- Knowledge of, and the ability to assist in, instructing reading, writing, mathematics, science and social studies; or

- Knowledge of, and the ability to assist in, instructing reading readiness, writing readiness, mathematics readiness, science readiness, as appropriate
- Experience working with students at both the secondary and the elementary level
- Ability to establish good public relations and work closely with students, parents, staff and community in a dynamic environment
- Successful completion of NCI training, preferred
- Availability and willingness to work a flexible schedule
- Demonstrated understanding of student needs along with ability and desire to work with special needs population; preference given to those with prior experience and training
- Ability to attend to personal health care and/or behavioral needs of assigned students while following prescribed behavioral management or instructional programs
- Physically able to perform the duties of this position including running/walking, bending, lifting, twisting, and responding to the physical needs of the student
- Ability to perform other duties as assigned

## **METHOD OF APPLICATION:**

Apply online @ [www.clarencevilleschools.org](http://www.clarencevilleschools.org) under employment or by clicking the apply button below.

## **INTERNAL CANDIDATES:**

Please contact Jason Zewatsky, Phone: 248 919-0291,  
Email: [jason.zewatsky@clarencevilleschools.org](mailto:jason.zewatsky@clarencevilleschools.org)

Clarenceville Schools is an Affirmative Action/Equal Opportunity Employer  
<http://www.clarencevilleschools.org>

The Board will enforce its prohibition against discriminatory harassment based on race, color, national origin, sex, disability, age, religion, height, weight, marital or family status, military status, ancestry, or genetic information (collectively, "Protected Classes") that are protected by Federal or State civil rights laws (hereinafter referred to as "unlawful harassment"). The Board encourages those within the School District community as well as third parties, who feel aggrieved to seek assistance to rectify such problems in a manner consistent with School District policies. The Board will investigate all allegations of harassment and in those cases where unlawful harassment is substantiated, the Board will take immediate steps to end the harassment, prevent its recurrence, and remedy its effects. Individuals who are found to have engaged in unlawful harassment will be subject to appropriate disciplinary action.

The Board will take action to ensure that applicants are employed and promoted without regard to their race, religion, color, handicap, sex, national origin, age, height, weight, or marital status.

The Superintendent has been designated to handle inquiries regarding the nondiscrimination policies. The Superintendent's office is located at 20210 Middlebelt Road, Livonia, Michigan 48152.