

## Forest Area Community Schools – Job Posting

**Title:** Middle/High School Paraprofessional  
**Reports to:** Building Principal  
**Date:** Posted 9/11/24; open until filled



**Description:** Forest Area Community Schools is seeking paraprofessionals at our middle/high school location. Forest Area Community Schools is a small district in northern Michigan which serves around 520 students, PreK-12, in the communities of Fife Lake and South Boardman.

### Duties and responsibilities:

- Leading small group reading and math interventions
- Supervising lunch and recess
- Supervising online learners
- Assisting classroom teachers with instructional support
- Assisting in the academic and social-emotional development of our students

### Qualifications:

- Strong desire to build and maintain positive relationships with students of all ages
- Ability to collaborate with staff members in the supervision and instruction of students
- A high level of professionalism and organizational skills
- Commitment to lifelong learning
- Associate's degree or successful completion of equivalent Workkeys test

*Paraprofessionals work closely with the certified staff and principal, and are compensated according to the FAES contract. This position is for approximately 5.5 hours per day, not including school breaks.*

To apply for this position, please send a letter of interest and current resume to:

Konrad Molter  
Principal  
Forest Area High/Middle School  
7741 Shippy Rd.  
Fife Lake, MI 49633

You may email your credentials to:  
[kmolter@forestarea.org](mailto:kmolter@forestarea.org)

If you have any questions, please call the Forest Area central office at (231) 369-4191.