

Atlanta Community Schools

10500 County Road 489

Atlanta, MI 49709

June 6, 2024

NOTICE OF VACANCY

Atlanta Community Schools has a K-5 Restorative Practice Room (Reset Room) Paraprofessional Position beginning the 2024-2025 school year.

Duties:

- To maintain a reset room environment conducive to learning.
- To establish effective rapport with student assigned to the reset room.
- To provide support for the teachers and administration.
- To provide support for administration on data and paperwork.
- To motivate pupils to develop attitude and knowledge to ensure that effective learning occurs for each child every day.

Qualification Required:

- Substitute teacher status (min of 60 college credits)
- Ability to take the initiative, follow through, and complete tasks
- Data collection and analysis to compile data reports.
- Excellent oral and written communication skills
- Professional tact, diplomacy and presentation with administrators, teacher, student, parents, and community.
- Knowledge of/or experience with an at-risk students in a school setting

To apply send or e-mail:

- Please submit a cover letter, resume, copies of certifications, and three references to jreeves@atlantaschools.us.

Atlanta Community Schools is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.

Join us in making a difference in the lives of our students! Atlanta Community Schools is a place where every child can succeed, and every educator can make a lasting impact.

To:

Jodi Reeves, Administrative Assistant

jreeves@atlantaschools.us

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Resumes will be accepted until June 28, 2024

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