Athens Area Schools

East Leroy Elementary
4320 K Drive South, East Leroy, MI 49051
(269) 729-5419 — www.athensk12.org

October 22, 2026

POSITION:	Elementary Paraprofessional/Interventionist
LOCATION:	East Leroy Elementary School
REPORTS TO:	Building Principal
PAY:	Per Athens Educational Support Personnel Association Master Agreement
STARTING DATE:	October, 2026

Minimum Qualifications:

- Must have passed the ETS Parapro Assessment or hold the equivalent of an Associate's Degree from an accredited university.
- Previous experience in a similar role preferred.

Essential Duties and Responsibilities:

- Possess strong background knowledge in working with young children.
- Support the classroom teacher in implementing lesson plans, classroom activities, and behavioral intervention plans.
- Actively participate in weekly staff, team, and other relevant meetings as requested.
- Assist in planning and carrying out educational activities aligned with students' learning goals.
- Maintain and support positive student behavior using appropriate and approved intervention techniques.
- Provide academic support to students under the guidance of the classroom teacher, including targeted interventions to help meet learning objectives.
- Prepare instructional materials and classroom displays to enhance student learning and engagement.
- Independently lead small group activities to support differentiated instruction.
- Supervise students in the absence of the teacher and during non-instructional times such as lunch and recess.
- Safely lift up to 50 lbs. and/or push over 100 lbs., as needed to support student needs.
- Understand and respond appropriately to students' medical needs; follow medical protocols under the supervision of a school nurse as applicable.
- Accurately document student progress in relation to academic and behavioral goals.
- Maintain strict confidentiality, especially in matters related to teacher-parent communication.
- Adhere to all district and board of education policies and procedures.

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Deadline: Until Filled