



**CLARE-GLADWIN**  
REGIONAL EDUCATION SERVICE DISTRICT  
*Excellence in Education Services*

**NOTICE OF POSITION VACANCY**

**POSTING DATE:** August 19, 2019

**POSITION TITLE:** Full-Time Paraeducator – Agriscience (CTE)

**SALARY RANGE:** According to MEA/ESP Contract

**STARTING DATE:** As soon as possible

**REPORTS TO:** Classroom Teacher and CTE Director

**LOCATION:** CGRESD Magnus Center Complex- 1.5 miles South of CGRESD on Clare Avenue, Clare

**QUALIFICATIONS REQUIRED:**

- High school diploma or equivalent required
- Ability to work effectively with all students, including special education students
- Knowledge of and experience in the Agriscience fields required
- Qualified for CTE Substitute Annual Authorization in Agriscience preferred
- Excellent communication skills with both students and other adults
- Organizational skills required for keeping records, equipment, tools & supplies organized
- Physical stamina and ability to lift minimum of 50 pounds

**PRIMARY FUNCTION:**

To assist students and the Agriscience teacher by supplementing and/or reinforcing instruction and in maintaining a safe learning environment. Para-educator will also help maintain all facilities and equipment.

**(Position shall be filled per master agreement and/or as soon as an acceptable candidate is found when applicable.)**

**APPLICATION DEADLINE:**

**Internal Candidates: Friday, August 23, 2019**

**External Candidates: Friday, August 30, 2019**

**APPLICATION PROCEDURE:** Apply electronically or download an application at [www.cgresd.net/employment](http://www.cgresd.net/employment).

Send Resume and completed Application to:

**Clare-Gladwin RESD**

**Attn: Human Resources Dept.**

**4041 East Mannsiding Road**

**Clare, Michigan 48617**

**(989) 386-8635**

**Email: [cgHR@cgresd.net](mailto:cgHR@cgresd.net)**

**Statement of Compliance with Federal Law**

*The Clare-Gladwin Regional Education Service District Board of Education complies with all Federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of the Clare-Gladwin Regional Education Service District Board of Education that no person on the basis of race, color, religion, national origin, creed or ancestry, age, sex, marital status or disability shall be discriminated against, excluded from participation in, denied the benefits of or otherwise be subjected to discrimination in employment or in any program or activity to which it is responsible or for which it receives financial assistance from the U.S. Department of Education.*