



Bangor Public Schools

"Providing Educational Excellence as a Pathway to Success"

POSTING

MIGRANT SUMMER SCHOOL PARAPROFESSIONALS

March 20, 2025

RATE OF PAY: \$19.00/hr.

HOURS: Monday through Friday
8:15 A.M.- 2:45 P.M.

REQUIREMENTS: Must have an interest in working with children, persons with Spanish speaking ability are encouraged to apply. Classroom paraprofessionals must be highly qualified (Minimum of Work Keys, Associates Degree or ETS ParaPro Assessment with a passing score of 460). Paraprofessionals are needed in the following areas: Preschool, K-8 & Specials.

LOCATION: Appletree PreSchool & South Walnut Elementary

APPLICATION DEADLINE: April 9, 2025

STARTING DATE: June 20, 2025 (PreSchool Parapro), June 23, 2025 (all others)

APPLY TO: Elva Aleman, Migrant Director

Applicants apply to: <https://forms.gle/LWDAeyRKT4mgeAyL6>

PHONE: 269-427-6800 ext. 1201 / FAX 269/427-6892

Email at ebarajas@bangorvikings.org

****Send Letter of Interest and Application ****

New Applicants: Additionally, send Resume, Transcripts and Copy of Endorsement

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801 West Arlington Street, Bangor, Michigan 49013

Phone: (269) 427-6800 | Fax: (269) 427-6825

**Summer Migrant Paraprofessional
Job Description
Bangor Public Schools**

Reports to: Migrant Education Director/Migrant Coordinator and Migrant Teachers

Primary Function: To assist migrant teachers with instructional preparation/support, small group instruction, duplicate materials, distribute and collect instructional materials, clean/disinfect and reorganize materials at the end of day. Score students' papers as instructed by the teacher and check and report attendance. Help supervise students during breakfast/lunch, recess, specials & field trips.

Essential job functions:

- Communicate with the Migrant Education Program families as needed regarding student progress, programming, concerns and perform the following job functions:
 - Provide academic as well as social and emotional support via the telephone, email, and/or online platforms.
 - Provide academic feedback to all students in the program.
 - Notify migrant parents of school-related activities or resources available in the area.
 - Assist Migrant Education Program parents with referrals to community-based resources and work cooperatively with community organizations.
- Participate in all staff development meetings or any other required staff training.
- Maintain confidentiality concerning students and other staff members.
- Monitor student attendance and address attendance issues with the parent(s) in a proactive manner.
- Work will be performed in school. Help with lunch supervision and clean up.
- Perform any additional job duties as required by their supervisor.

Qualifications: Must be highly qualified (Minimum of Work Keys, Associates Degree or ETS ParaPro Assessment with a passing score of 460). Bilingual preferred.

Terms of Employment: The job period will be 31 days, but the District reserves the right to adjust this job period. The work environment will be in person. It is the employee's responsibility to report to the supervisor any health conditions that will prevent the employee from fully participating in job duties.