

Hillsdale Community Schools

www.hillsdaleschools.org

30 S. Norwood Ave.

Hillsdale, MI 49242

(517) 437-4401 Fax (517) 439-4194

MEMO TO: All interested applicants

FROM: Shawn Vondra, Superintendent

DATE: March 26, 2021

RE: Open Position

GSRP Teacher Assistant

Qualifications:

- Experience working with preschool children
- Good attendance
- Ability to communicate clearly and concisely, both orally and in writing
- Ability to apply common sense understanding and learned skills while interacting with students and adults
- Ability to develop effective working relationships with students, staff, and the school community
- Certification of CPR and First Aid (we will train if needed)

Education:

- High School Diploma or GED equivalent
 - Child Development Associate Credential (CDA) or Associate's Degree in Early Childhood/Preschool Education or child development is preferred
- OR**
- Must be willing to obtain a Child Development Associate Credential (CDA) or Associate's Degree in Early Childhood within two years of hire (and keep certification throughout the length of employment)

Requirements:

- Provide a criminal background check by digital fingerprinting
- Pass TB screen

Interested applicants should send letter of application to shelley.ellis@hillsdaleschools.org or mail to: Shelley Ellis, Building Director, Hillsdale Community Schools, 30 S. Norwood Ave., Hillsdale, MI by April 23, 2021 (or until filled).

PLEASE POST
E.O.E.

