Forest Area Community Schools - Job Posting

Title: One on One Paraprofessional, Middle School
Reports to: Building Principal
Date: Posted 10/28/2026; Effective 12/2/26

Description: Forest Area Community Schools is seeking a one on one paraprofessional at our middle school location. Forest Area Schools is a small district in northern Michigan which serves around 500 students, PreK-12, in the communities of Fife Lake and South Boardman.

Duties and responsibilities:

- Provide individualized academic, social, and physical support for a student who uses a wheelchair.
- Assist with instructional support and implementation of teacher-directed learning activities.
- Support safe transitions and mobility throughout the school day, including movement between classrooms, lunch, recess, and other activities.
- Assist with personal care needs while maintaining student dignity, privacy, and independence.
- Ensure student safety in classrooms, hallways, and school activities.
- Collaborate with teachers, therapists, nursing staff, and administration to support the student's educational and physical needs.
- Use adaptive equipment and follow lifting, transfer, and positioning procedures as trained.
- Ability to lift, transfer, and assist a student weighing more than 100 pounds with appropriate training and support.

Qualifications:

- Strong desire to build and maintain positive relationships with students of all ages.
- Ability to collaborate effectively with teachers, support staff, therapists, and families.
- Patience, compassion, and a commitment to supporting students with diverse physical and educational needs.
- High level of professionalism and organizational skills.
- Commitment to lifelong learning.
- Associate's degree or successful completion of the equivalent WorkKeys assessment.
- Experience working with students with physical disabilities or medical needs is preferred but not required.

Paraprofessionals work closely with the certified staff and principal, and are compensated according to the AFSCME contract. This position is for approximately 5.95 hours per day, not including school breaks. Hours may vary, but would be between 8:20 a.m. and 3:20 p.m. each day the student is at school.

To apply for this position, please send a letter of interest and current resume to:

Mr. Konrad Molter, Principal
Forest Area Middle/High School
7661 Shippy Rd., SW
Fife Lake, MI 49633

You may email your credentials to:
kmolter@forestarea.org

If you have any questions, please call the Forest Area central office at (231) 369-4191.