

HILLMAN COMMUNITY SCHOOLS JOB POSTING / PART-TIME

EARLY CHILDHOOD CAREGIVER 2025-2026 School Year

Hillman Community Schools is a small public school with small classes in a professional atmosphere, where integrity is valued and creating a family atmosphere is important. Our school is dedicated to encouraging each individual to achieve his or her personal best within this modest, caring family environment. We are currently recruiting for a part-time, **Early Childhood Caregiver**.

Duties and Responsibilities:

- Be enthusiastic, passionate about teaching and caring toward our students.
- Prepare to plan, develop, and teach programs that serve the needs of each individual student.
- Able to continue open communications with parents and colleagues in constructing and maintaining a supportive and motivating team environment.
- Keep accurate and updated records and prepare reports.
- Assist GSRP Lead teacher and associate teacher with general daily classroom activities (caring for the physical, emotional health and safety of students by affirming their abilities and striving to promote dignity in all relationships).
- May require assistance with toiletry needs.

Education and Qualifications:

- Required Education High School Diploma or equivalent
- Preferred Education: Associated Degree or a minimum of 60 credit hours issued by a degree granting institution of higher learning or a passing score on the ETS Paraprofessional Assessment
- Applications must include full resume with at least three references
- Hillman Application can be found on our website at <https://www.hillmanschools.com/district-office/employment/>
- Elementary school experience preferred.

Reports to: Elementary Principal
Posted on: Friday, February 28, 2025
Apply by: Until position is filled

Apply to: **Crystal Vogt, Principal**
vogtc@hillmanschools.com (Emails accepted)
Hillman Elementary School
245 E. Third Street
Hillman, MI 49746
989-742-4537

Hillman Community Schools is an equal opportunity employer and will not discriminate against any employee or applicant on the basis of age, color, disability, gender, national origin, race religion, sexual orientation, veteran status, or any classification protected by federal, state, or local law.