

BLISSFIELD COMMUNITY SCHOOLS
NOTICE OF POSITION VACANCY

POSTING DATE: Wednesday, August 13, 2025

POSITION TITLE: Blissfield High School Student Services Aide
Multiple Positions Available

APPLICATION DEADLINE: Until Filled
Start Date: Immediately upon EduStaff approval

QUALIFICATIONS:

- Graduation from a standard high school or equivalency diploma is required;
- Graduation from an associates or bachelor's degree program in a field relevant to working with children is preferred, but not required, certification in education is optimal
- Experience in small group instructional support is optimal;
- Experience serving in a support role

PERFORMANCE RESPONSIBILITIES:

- Serving as a Student Aide working with small groups and/or individual students providing academic support;
- Professional presentation to the public;
- Keen awareness of responsibilities for confidentiality and professionalism;
- Performing all other duties as assigned by Supervisor

TERMS OF EMPLOYMENT:

- Hourly rate 6.75 hours per day (7:15am-2:30pm, ½ hour unpaid lunch)

EVALUATION:

- Performance of this job will be evaluated in accordance with provisions of the Administration and/or Board policy on evaluation of personnel.

APPLICATION PROCEDURES:

Applicants should provide a letter of interest and applicable resume, applicable collegiate transcripts, applicable copy of relevant certifications and a letter of recommendation via email to:

Cris Rupp, Director of Special Education
Blissfield Community Schools
crupp@blissfieldschools.us

Blissfield Community Schools has a total enrollment of approximately 1250 students. The high school has an enrollment of approximately 350 students. Blissfield is located 30 minutes northwest of Toledo, Ohio and 20 minutes southeast of Adrian, Michigan.