



HOUGHTON-PORTAGE TOWNSHIP SCHOOLS

1603 Gundlach Rd. | Houghton, Michigan 49931
(906) 482-0450
www.hpts.us

ANDERS HILL – Superintendent

NOTICE OF VACANCY Internal/ External Posting

The Houghton-Portage School District is seeking qualified applicants for the following positions for the 2024-25 school year:

Middle School Paraprofessional (Full-Time)

Qualifications:

1. Two years college equivalent coursework or high school diploma and passed state test to meet state and federal requirements.
2. Previous experience working with students with disabilities preferred.
3. Ability to lift approximately 40 lbs.
4. Willingness to commit to working with students with learning difficulties.

Performance Responsibilities:

- Assisting special education students in general education classrooms
- Supervising and assisting special education students with daily tasks and needs
- Assisting classroom/ resource room teacher with a wide variety of tasks
- Supervising and assisting students with daily tasks and needs

Interested candidates may email letter of application and resume to:

Ms. Julie Filpus, Principal
Houghton Middle School
1603 Gundlach rd
Houghton, MI 49931

Email: jfilpus@hpts.us

Deadline: Until Filled

The Houghton-Portage Township School District Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. Questions or concerns regarding the non-discrimination policies should be directed to Mrs. Sara Marcotte, Business Manager, Houghton-Portage Township School District, 1603 Gundlach Road, Houghton, MI 49931 (906) 482-0450.

November 11, 2024

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