



HOUGHTON-PORTAGE TOWNSHIP SCHOOLS

HOUGHTON ELEMENTARY SCHOOL
203 W. Jacker Ave. | Houghton, Michigan 49931
(906) 482-0456 | FAX (906) 487-5941
www.hpts.us

COLE KLEIN – Principal

NOTICE OF VACANCY

External Posting

The Houghton-Portage School District is seeking qualified applicants for the following position for the 2026-2027 school year:

Part-Time Paraprofessional (25 Hours Per Week) Elementary Title I

Qualifications:

1. Two years college equivalent coursework or high school diploma and passed state test to meet NCLB “Highly Qualified” requirements.
2. Previous experience working with students and implementing interventions preferred.

Performance Responsibilities:

- Assisting Title I Students in General Education Classrooms
- Supervising and Assisting Title I Students with Daily Assignments and Interventions
- Assisting Classroom/ Title I Teacher with a Wide Variety of Tasks

Interested applicants should submit a letter of interest to:

Cole Klein, Principal
Houghton-Portage Twp. Elementary School
203 W. Jacker Avenue
Houghton, MI 49931

Email: cklein@hpts.us

Phone: 906-482-0456 ext. 3000

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.

October 1, 2026