



# Kalkaska Public Schools

Posting / Employment Opportunity

May 11, 2022

## EXTERNAL Summer School Library Supervisor- High School

2022 Summer

<b>Qualification Requirements</b>	<ul style="list-style-type: none"> <li>Minimum of a high school diploma or GED equivalency.</li> </ul>		
<b>Essential Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>KHS Library will be open Monday thru Thursday 8 am to 3 pm, June 13 to August 11 BUT closed the week of July 4th.</li> <li>Facilitate a cold breakfast and lunch for students.</li> <li>Help individual students that are struggling with schoolwork.</li> </ul>		
<b>Salary and Benefits</b>	Compensation: extra duty pay according to the KEA contract.		
<b>Deadline</b>	3:00 p.m. on May 24, 2022 or until filled		
<b>Method of Application</b>	<p>Persons who are interested in this position should submit letters of interest, resume, credentials/certification and list of references to:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%; vertical-align: top;"> <p>Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646</p> </td> <td style="width: 40%; vertical-align: top;"> <p>Or electronically as <b>ONE PDF</b> document to: <a href="mailto:jobs@kpschools.com">jobs@kpschools.com</a></p> </td> </tr> </table>	<p>Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646</p>	<p>Or electronically as <b>ONE PDF</b> document to: <a href="mailto:jobs@kpschools.com">jobs@kpschools.com</a></p>
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<b>Contact Information</b>	Please direct questions to Rick Heitmeyer at e-mail <a href="mailto:rheimeyer@kpschools.com">rheimeyer@kpschools.com</a> .		

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, height, weight, marital or family status, religion, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

The following person is designated to handle inquiries regarding the non-discrimination policies of the District or to address any complaint of discrimination: Superintendent, Kalkaska Public Schools, 315 S. Coral, Kalkaska, MI 49646; 231-258-9109