Instructions to Apply for MPS Positions:

- 1. Navigate to the <u>MPS Page</u>.
- 2. Select "Employment" from the available options at the top of the screen.

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3. Click the link to view open positions.

EMPLOYMENT

We're Hiring!

Click here to view current open positions

4. Sign in to access job postings (this icon is in the top right of the screen). Please note that this does not use Single Sign-On, so you will need to create a new account if you haven't already.



- **5.** If you have not recently applied for positions with the district, **sign in to SchoolSpring** by either:
 - Signing in with your existing account
 - Resetting your password if needed
 - Or creating a new account.

- SchoolSpring i Job Þ sions Internal Jobs Jobs About Þ bs Search Jobs Search State, City, All ofile 36 results Administrative Assistant - Middle School - Category III JEFFERSON MIDDLE SCHOOL Midland, Michigan Today Athletic Director/Assistant Principal, H.H. Dow High Schoo H.H. DOW HIGH SCHOOL Midland, Michigan Mar 28, 2025 **Elementary Principal - Siebert** SIEBERT ELEMENTARY Midland, Michigan
- **6.** After logging in, you will be directed to the job postings page, where you will see an **"Internal Jobs"** tab.

7. All MPS positions (including internal roles) will be listed here, and you can apply for the position that interests you.