



P. 877.855.7264  
F. 517.647.7535

140 Kent Street  
P.O. Box 516  
Portland, Michigan 48875

# BE A SUB

[www.pcmiservices.com](http://www.pcmiservices.com)

- Do you have the desire to work with children?
- Do you interact with staff in a professional manner?
  - Do you have excellent communication skills?
    - Do you have the ability to lead?
  - Can you pass a State background check?
  - Would you like to earn some extra money?
  - Do you like creating your own schedule?

If you answered **YES**,  
Your local school district  
needs you!

School districts in your area  
utilize the services of  
**PCMI/willSub Staffing Services** for substitute services.

Please visit:

**[www.pcmiservices.com](http://www.pcmiservices.com)**

Click on the upcoming meeting link for  
**Traverse Bay Area ISD** and register TODAY!  
**Online registration is required**

**If you have questions, please call or email**  
Jeanmarie Riccobono  
231-922-6230 [jriccobono@pcmiservices.com](mailto:jriccobono@pcmiservices.com)

## **PCMI Staffing Services is **HIRING SUBSTITUTE TEACHERS\*** at their **REGISTRATION MEETING****

\*We also welcome applicants interested in  
Teacher's Assistant, Secretarial and  
Custodial positions for some PCMI districts.  
To find out which positions are available at  
your local districts, please call or email us!

**Leelanau Conference Room  
Traverse Bay Area ISD  
Administration Building  
1101 Red Dr.  
Traverse City, MI 49684**

**Thursday, February 16<sup>th</sup>  
10:00am-12:00pm**

If possible, applicants should  
complete part one of the  
application and submit it prior to  
attending by visiting:  
[www.pcmiservices.com](http://www.pcmiservices.com) and  
clicking **Apply Now**.

Please bring the following:

- Contact information for 3 references, including a valid email address
- Official College Transcripts (if applying for Substitute Teaching positions only)