



# SMETHPORT AREA SCHOOL DISTRICT

## Administration Office

414 South Mechanic St.  
Smethport PA 16749  
[www.smethportschools.com](http://www.smethportschools.com)

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TO: Staff  
FROM: Mr. Brice N. Benson, Superintendent ✓ BNB  
SUBJECT: **OPENING(S)**  
DATE: July 1, 2025

The SMETHPORT AREA SCHOOL DISTRICT is accepting applications for the following position:

- **High School Clerical Aide**

This is a 10-month position with competitive salary and benefits. Start date is August 4, 2025. Send a letter of interest, non-teaching application, current resume, and three current letters of recommendation to:

Smethport Area School District Admin Office, Attn: Mrs. Crystal Woodard, 414 S. Mechanic St., Smethport, PA 16749 or email to [applications@smethportschools.com](mailto:applications@smethportschools.com). Application deadline is July 14, 2025 at 3:00 pm. EOE.

**Mr. Brice N. Benson**  
Superintendent

**Mr. Jeffrey S. Wagner**  
Business Manager

**Mr. Douglas Dickerson**  
High School Principal

**Ms. Kristin J. Zona**  
Elementary Principal

**Mrs. Kerri J. Dach**  
Director of Special Education

**Mrs. Anna M. Stewart**  
Assistant Principal

**Mr. Kevin C. Kolivoski**  
Technology Coordinator