

**SPRINGFIELD PUBLIC SCHOOL DISTRICT #186**  
**1900 West Monroe - Springfield, Illinois 62704**  
**Jennifer Gill, Superintendent**

**NOTICE OF VACANCY**

**TITLE OF VACANCY:** AVID Associate **DATE:** August 13, 2018

**LOCATION OF POSITION:** Various Locations

**DAYS PER YEAR:** Varies (2-4 days per week) **HOURS PER DAY:** Based upon availability (up to 7.5 hours)

**WHO MAY APPLY:** Any person meeting the basic requirements listed below for this position

**REQUIREMENTS:**

1. Actively participate in collaborative groups.
2. Participate in AVID field trips and motivational activities (when
3. Become familiar with the specific routines and expectations of each AVID teacher's classroom.
4. Facilitate the peer-to-peer learning process.
5. Adhere to district/school site policies and procedures.
6. Complete Associate training.
7. Requires the ability to effectively work with students of diverse backgrounds
8. Be flexible in meeting the needs of the students and the school
9. Maintain prompt, punctual and regular attendance on scheduled Associate days
10. Current university or college student or some college experience preferred

**SPECIFIC RESPONSIBILITIES:**

1. The AVID Associate takes an active part in developing the strength of AVID students.
2. Assist students with organizing binders, calendars, class and Cornell notes, learning logs, etc.
3. Facilitate brainstorming sessions
4. Facilitate peer critique groups
5. Facilitate students' determination concepts that need to be focused upon in-group sessions
6. Perform other duties as assigned.

**FILING DATE DEADLINE:** Until Filled **APPOINTMENT DATE:** Immediately

**SALARY:** \$11.00 per hour (2018-19 salary schedule)

**SELECTION PROCEDURE:** Application-Interview-Selection

**BENEFITS:** No Benefits

**Please refer application and resume to:**

Gina McLaughlin-Schurman  
Director of Human Resources  
Springfield Public Schools  
1900 West Monroe Street  
Springfield IL 62704  
Telephone: 525-3006

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