



Jennifer E. Gill, Superintendent

NOTICE OF VACANCY

July 18, 2016

TITLE OF VACANCY: Elementary Classroom Support

LOCATION: Laketown Elementary School

CONTRACT PERIOD: 180 days

REPORTS TO: Building Principal

REQUIREMENTS/QUALIFICATIONS:

1. Valid Illinois Professional Educator's License, elementary endorsement

SPECIFIC RESPONSIBILITIES

1. Maintain a classroom climate and management plan conducive to learning
2. Plan and provide (push in and/or pull out) appropriate intervention instruction for K – 5 students
3. Use progress monitoring to determine effectiveness of interventions and to inform instruction
4. Inform and involve parents in their child's progress.
5. Collaborate with classroom teachers and other appropriate school personnel to establish short-term goals for student instruction and articulate appropriate entry and exit criteria.
6. Participate as an active member in weekly Problem Solving Team Meetings.
7. Maintain accurate records and reports.
5. Attend district in-services and professional development opportunities in order to implement new strategies for curriculum and instructional improvement
6. Communicate effectively with students, parents, the public and staff
7. Other duties as assigned

FILING DATE DEADLINE: July 26, 2016 at 4:00 p.m.

EFFECTIVE DATE: First contractual day of the 2016-2017 District 186 180-Day Calendar

SALARY and BENEFITS: In accordance with SEA negotiated agreement

Please email request for application to: Gina McLaughlin
Director of Human Resources
1900 W Monroe St
Springfield, IL 62704
217-525-3006

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