



DISTRICT 186

SPRINGFIELD PUBLIC SCHOOLS

Jennifer E. Gill, Superintendent

NOTICE OF VACANCY

December 28, 2017

TITLE: ABE-ASE High School Equivalency Instructor

LOCATION: Lawrence Education Center

CONTRACT PERIOD: Remainder of the 2017-18 school year

REPORTS TO: Building Principal

REQUIREMENTS/QUALIFICATIONS:

1. Valid Illinois Professional Educator's License preferred
2. Bachelor's Degree
3. ICCB Content Specialist preferred
4. Experience and interest in working with educationally disadvantaged out of school youth
5. Demonstrated ability to teach critical-thinking and problem-solving skills
6. Demonstrated ability to use current computer technology and instructional software
7. Demonstrated ability to utilize, or willingness to attend training to learn, the ICCB approved iPathways web-based curriculum

RESPONSIBILITIES:

1. Support the mission, vision, goals and instructional focus of Lawrence Education Center.
2. Establish and maintain a classroom climate that is conducive to learning
3. Plan and facilitate explicit teaching activities for whole group and small group discussions/activities in order to provide engaged learning opportunities.
4. Adapt teaching methods and instructional materials to meet students' varying needs, abilities and interest by planning and conducting lessons that promote learning
5. Write lesson plans that are clear, concise, and utilize the ICCB content standards and approved iPathways web-based curriculum.
6. Use a variety of methods to monitor student learning and assess student progress
7. Have materials and supplies available
8. Maintain accurate, complete, and correct records as required.
9. Communicate effectively with students, parents, and administration
10. Cooperate in carrying out school district rules and regulations
11. Incorporate technology daily to assist students in their preparation for the GED test battery
12. Be punctual and regular in attendance
13. Responsible for meeting or exceeding federal targets in program level gains
14. Complete a minimum of 12 hours of professional development each fiscal year, as well as training as directed by the Principal
15. Perform other duties as assigned

FILING DATE DEADLINE: until filled

EFFECTIVE DATE: TBD

SALARY and BENEFITS: \$27.35 per hour

Please refer application and resume to:

Gina McLaughlin-Schurmann
Director of Human Resources
1900 W. Monroe St.
Springfield, IL 62704
217- 525-3006

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