

SPRINGFIELD PUBLIC SCHOOL DISTRICT #186

**1900 West Monroe - Springfield, Illinois 62704
Jennifer Gill, Superintendent**

NOTICE OF VACANCY

TITLE OF VACANCY: PI PAT Program Home Visiting Parent Educator-One Year Only **DATE:** January 4, 2019

LOCATION OF POSITION: Wanless Elementary School and the Springfield Community

DAYS PER YEAR: 202 **HOURS PER WEEK:** 40

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

REQUIREMENTS:

1. Bachelors Degree in early childhood education or related field (Bachelors degree in Social Service field or early childhood education)
2. Documented successful experience in working with children and families (Birth-3 children and families)
3. Self Starter: Ability to work independently
4. Interpersonal skills: Ability to communicate and relate to others well
5. Ability to work non-traditional hours, non traditional calendar
6. Valid Illinois driver's license and reliable transportation

SPECIFIC RESPONSIBILITIES:

1. Implement the Parents As Teachers curriculum
2. Plan for and conduct home visits to an assigned caseload of families
3. Participate in recruitment efforts
4. Conduct periodic developmental screenings
5. Help plan group meetings/events for enrolled families
6. Collect data and maintain accurate records of services provided
7. Make referrals to appropriate community agencies and services
8. Help plan and facilitate Learning Together activities
9. Perform other duties as assigned

FILING DATE DEADLINE: January 18, 2019 **APPOINTMENT DATE:** Upon Board Approval

SALARY: \$21.60 per hour (2018-19 Salary Schedule)

SELECTION PROCEDURE: Application with resume & college transcripts-Interview-Selection

BENEFITS: Personal and Sick Leave - Medical Insurance - Life Insurance - Illinois Municipal Retirement

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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