



NOTICE OF VACANCY

DATE: January 11, 2021

TITLE OF VACANCY: In-House Supervisor **HOURS PER DAY:** 7

LOCATION: Washington Middle School

DAYS PER YEAR: 177

REQUIREMENTS:

1. High school diploma
2. Interest in working with teenage students
3. Knowledge of the Springfield Public Schools
4. Ability to relate to students, faculty and public

SPECIFIC RESPONSIBILITIES:

1. Maintain accurate records
2. Continual monitoring of in-house classes
3. Maintain discipline
4. Perform other duties as assigned

APPLICATION DEADLINE/OPEN UNTIL:

January 19, 2021 at 4:00 p.m.

APPOINTMENT DATE:

Upon Board Approval

SALARY: \$14.32 Per Hour

(2020-21 Salary Schedule)

BENEFITS: Personal & Sick Leave - Medical

Insurance - Life insurance - Illinois Municipal

Retirement Fund - Paid Vacation and Holidays

SELECTION PROCESS: Application, Interview, and Selection

HOW TO APPLY: go to www.sps186.org/humanresources and click on classified vacancies, follow online instructions

OR

Refer application and resume to:

Gina McLaughlin-Schurman, Director of Human Resources

Springfield Public Schools District 186

1900 West Monroe Street

Springfield, IL 62704

217-525-3006

We do not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age or disability.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER