DISTRICT 186
SPRINGFIELD PUBLIC SCHOOLS

NOTICE OF VACANCY

DATE: November 17, 2022
TITLE OF VACANCY: Paraprofessional One on One With Student
LOCATION: McClernand Elementary School **HOURS PER DAY:** 7 (Includes 30 min unpaid lunch)
DAYS PER YEAR: 191 (Which Includes 1 Day of CPI Training)

REQUIREMENTS/QUALIFICATIONS:
Any person who is 20 years of age or over, well-mannered, well groomed, punctual, dependable, enjoys being with children and who meets the basic requirements listed below.

1. *Must have an Educator Licensure with Stipulation or valid Illinois Teaching Licensure or 90-day sub licensure* (To obtain an Educator Licensure with Stipulations from the Regional Superintendent's Office, you must provide proof of 60 college hours from an accredited college or pass either the ETS ParaPro Assessment test or ACT Work Keys Assessment test at Lincoln Land Community College. Both tests can be scheduled at Lincoln Land by appt.)
2. Must have high school diploma or equivalent
3. Ability to perform all job-related functions
4. Ability to understand and follow verbal or written directions
5. Ability to communicate and maintain good working relationships with other employees and general staff of the assigned school
6. Physical and TB test
7. Must take CPI course and refresher courses

PHYSICAL DEMANDS: Must pass pre-placement agility/fit for duty exam with MOHA

SPECIFIC RESPONSIBILITIES:

1. Assist teacher with the students in the classroom
2. Assist teacher with supervision of students in the lunchroom, on the playground, and when proceeding to and from the buses
3. Use copying machine with teacher supervision to make materials for the classroom
4. Assist with feeding/toileting of students requiring total care
5. Assist with lifting and positioning of non-ambulatory students
6. Assist student with self help skills
7. Perform other duties as assigned

APPLICATION DEADLINE/OPEN UNTIL:
November 30, 2022 at 4:00 p.m.

APPOINTMENT DATE:
Upon Board Approval

SALARY: $15.92 Per Hour (2022-2023)
(Step 1/1 or Appropriate Step of 2022-2023 Salary Schedule)

BENEFITS: Personal and Sick Leave - Medical Insurance - Life Insurance - Illinois Municipal Retirement - Paid Holidays as per negotiated agreement. (Must be hired for minimum 20 hours per week to qualify for benefits and paid holidays)

SELECTION PROCESS: Application, Selection, Agility Test, Physical as per Local 15 contract

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, Assistant Superintendent of Human Resources
Springfield Public Schools District 186
1900 West Monroe Street
Springfield, IL 62704
217-525-3006

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