



DISTRICT 186

SPRINGFIELD PUBLIC SCHOOLS

NOTICE OF VACANCY

DATE: September 23, 2020

TITLE OF VACANCY: Parent Educator (Title I) One Year Only

LOCATION: Southern View Elementary School

DAYS PER YEAR: Remainder of the School Year

HOURS PER: 7.5

REQUIREMENTS/QUALIFICATIONS:

1. 60 semester hours in Human Services or Education required
2. Experience in Human Services or Education
3. Successful experience working with at risk children and their parents
4. Requires flexible working hours, including evenings
5. Valid Illinois drivers license and transportation

SPECIFIC RESPONSIBILITIES:

1. Serve as a role model to parents and students, and assist families in home/school relationships
2. Provide parents' opportunities to fully participate in family and community engagement team, and school level decision-making.
3. Provide parents training to facilitate student learning at home
4. Make home visits to actively involve parents to discuss school-related concerns
5. Work with staff to increase parent participation in the child's education
6. Plan and implement, in cooperation with Principal and school staff, parent events aligned to school improvement
7. Help school in monitoring the 95% of 1% parent event budget, order food for events as needed.
8. Make referrals to appropriate community resources
9. Provide transportation for parent activities, conferences, and home visits
10. Help create a culture of learning for parents, students, and staff
11. Provide data/documentation, as needed for Title I evaluation purposes and federal program compliance.
12. Perform other duties as assigned

APPLICATION DEADLINE/OPEN UNTIL:

October 1, 2020 at 4:00 p.m.

EFFECTIVE DATE:

Upon Board Approval

SALARY: \$23.36 per hour
(2020-2021 Salary Schedule)

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

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

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