

P EC 10-11 65-66-67-68

**PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, WV 26537
NOTICE OF VACANCY FOR EXTRACURRICULAR ASSIGNMENT
304-329-0580 fax 304-329-0720**

21st Century Community Learning Center Grant

Position: Instructors (4) - After School Explorers Program
Location: Kingwood Elementary School

Note: This position may be shared; however employees shall not exceed 8 hours/week per position.

Schedule: Up to 2 hours per afternoon
October 1, 2010 – April 30, 2011 (Not to exceed 200 hours collectively)
Contingent upon student enrollment, after school schedule, and grant funding

Mandatory initial training: Saturday, September 25, 2010; 9:00 AM -12:00 PM at County Office (Board Room)

Contracted Salary: \$20.00 per hour

Qualifications:

1. Bachelors Degree in education
2. Experience in elementary education with emphasis in direct reading instruction and academic intervention
3. Experience with instructional technology and multi-media equipment (e.g., Power Point, White Boards, Handheld computers)
4. Experience implementing Barton Reading Systems preferred
5. Relates well to children, school staff, and families
6. Experience working with at-risk children and children with disabilities
7. Excellent interpersonal and organizational skills

Job Description/Major Duties:

1. Provide after school instruction to students in reading and basic skill areas.
2. Provide after school enrichment, service learning, and/or recreation instruction.
3. Provide after school instruction in the area of 21st Century learning skills.
4. Collaborate with parents and regular teachers to target and provide services based on student and school needs.
5. Monitor student progress in the after school curriculum.
6. Attend trainings and staff meetings as required.
7. Assist in activities geared to sustain program after grant funding has ceased.

To Apply: Submit application or bid sheet with Preston County Schools

Equal Employment Opportunity:

As required by Federal law and regulations, the Preston County Board of Education and the County Office do not discriminate on the basis of sex, religion, race, color, disability, age or national origin in employment or in its educational programs and activities. Inquiries may be referred to Title IX Coordinator, 300 Preston Drive, Kingwood, West Virginia 26537, Phone (304) 329-0580 or to the United States Department of Education, Director of the Office of Civil Rights.