PRESTON COUNTY SCHOOLS
731 PRESTON DRIVE, KINGWOOD, WV 26537
304-329-0580 – Fax 304-329-0720
EXTRACURRICULAR VACANCY
SCHOOL YEAR 2010 - 2011

Date Posted:	**September 13, 2010**	**Closing Date:**	**September 17, 2010**
Position:	**Data Analyst for the Summer Reading Challenge**	**School:**	**Kingwood Elem.**
Supervisor:	**Principal**	**Budget Source:**	**Title I funds**
Salary:	**$20.00/hr. (Not to exceed 50 hrs.)**	**Employment Term:**	**September 24, 2010 – December 31, 2010**

Certification: Elem Ed. K-6 or Multi Subj.K-8

Application process: Submit a letter of interest and a bid sheet to the Personnel Office by the closing date by mail or fax.

Qualifications:

1. Bachelor's Degree in education
2. Excellent interpersonal and organizational skills

Job Description/Major Duties:

1. Set-up Reading Challenge Program
2. Establish contact with parents
3. Comprise data from the program

Equal Employment Opportunity:

As required by Federal law and regulations, the Preston County Board of Education and the County Office go 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, 731 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.