P EC 11-12-52

Preston County Schools
731 Preston Drive, Kingwood, WV 26537
Notice of Extracurricular Vacancy
21st Century Community Learning Center Grant

Posting Date: September 7, 2011 **Closing Date:** September 13, 2011
Location: Aurora School **Contracted Salary:** $20.00 per hour
Budget Source: 21st CCLC grant
Position: Instructors (3) - After School Explorers Program

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, 2011 – May 1, 2012 (Not to exceed 200 hours collectively) Contingent upon student enrollment, after school schedule, and grant funding.

Qualifications:

1. Bachelors Degree preferred
2. Experience working with students in grades K-8
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 School

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 gender, religion, race, color, disability, age or national origin in employment or in its education programs and activities. Inquires may be referred to the Title IX Coordinator, Preston County Schools, 300 Preston Drive, Kingwood, WV 26537 Phone 304-329-0580, or to the United States Department of Education, Director of the Office for Civil Rights.