ALL Clay County Schools

Professional Job Posting – Elementary Summer School Teacher

School Year 2018-2019

Positions:

1. 1 Position - Science (Grades 1 – 6) (Offered three afternoons per week, 9 hours per week)
2. 1 Position - Math (Grades 1 – 6) (Offered three afternoons per week, 9 hours per week)
3. 1 Position - Music (Grades 1 – 6) (Offered three afternoons per week, 9 hours per week)
4. 1 Position – Enrichment (Grades 1 – 6) (Offered three afternoons per week, 9 hours per week)
5. Substitute (As Needed) (Grades 1 – 6)

Job Description:

- Provide summer school instruction three afternoons per week based upon program theme of “Out of this Universe”.
- Document summer school lessons following program guidelines.
- Attend professional development session related to summer school duties, prior to start of the program.
- Complete required documentation (activity logs, timesheets, and attendance records) for all students, in an accurate and timely manner, and maintain summer school records.
- Recruit and sign up students weekly.
- Align summer school activities with appropriate State Standards.
- Plan family engagement activities.

Terms of Employment: June 24, 2019 – July 25, 2019; Mondays-Wednesdays, weekly; 11:30 A.M. – 2:30 P.M.

Qualifications: Teaching certification required. However, in the event no fully certified teacher is available, candidates with substitute teaching experience or service personnel will be considered. Also, candidates not employed by Clay County Schools who have expertise and experience in enrichment areas will be considered pending a satisfactory background check.

Compensation: $25.00 per hour for certified staff and $15.00 per hour for non-certified staff (3 hours per day)

Date of Posting: April 8, 2019 – April 12, 2019

Send the attached bid sheet to Joe Paxton, Superintendent of Clay County Schools, Post Office Box 120, Clay, WV 25043. Bids must arrive in the Central Office by 3:00 P.M. on Friday, April 12, 2019. If mailing or faxing bid, please contact the Central Office to confirm receipt of bid.

For additional information, please contact summer program director, Michelle Samples, at 304-587-4694 or emsample@k12.wv.us.

The Clay County School System is an equal opportunity employer. Employment opportunities are offered without discriminating on the basis of race, color, national origin, gender, age, disability, and retaliation.
Name: _______________________________________

**Afterschool Positions**
(Mark 1-5 with 1 being your first choice and 5 being your last choice. Only mark positions for which you want to be considered.)

___ Science Teacher (Grades 1-6)
___ Math Teacher (Grades 1-6)
___ Music Teacher (Grades 1-6)
___ Enrichment Teacher* (Grades 1-6) (Complete the Enrichment Teacher section below)
___ Substitute Teacher (as needed) (Grades 1-6)

*Enrichment Teacher Applicants Only Complete the Section Below.

Please list topic(s) to be taught: __________________________________________________________