



290 First Street  
P.O. Box 100  
Gervais, Oregon 97026-0100  
Phone: (503) 792-3801  
FAX: (503) 792-3809  
www.gervais.k12.or.us

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**Vacancy Announcement**  
**Please Re-post November 30, 2018**

**POSITION:**

- Preschool Worker

**TERMS OF EMPLOYMENT / SALARY:**

- 5 days per week, 3.75 hours per day
- \$11.88 – \$12.82\*

**STARTING DATE:**

- January 8, 2019

**MINIMUM QUALIFICATIONS:**

- High school diploma or equivalent;
- Evidence of good leadership and citizenship qualities, and an interest in children;
- Ability to communicate well with adults and children;
- Ability to conduct group activities in a fun, safe, and instructive atmosphere;
- Prior job-related experience of one year;
- Have a First Aid card, as requested by supervisor; and
- Such alternatives to the above qualifications, as the Board may find appropriate and acceptable.

**PERFORMANCE RESPONSIBILITIES:**

- See Job Description in Application packet

**HOW TO APPLY:**

- Submit a Gervais School District Classified Application with the following:
- A letter of interest addressing your strengths relative to the position;
- A current professional resume; and
- 3 current letters of reference

Sent to: Gervais School District #1, Openings - P.O. Box 100 - Gervais, OR 97026-0100 (503) 792-3801

**All items listed must be received by application deadline in order to be considered for this position.**

*Gervais School District is an equal opportunity educator and employer*

*Persons having questions about or requests for special needs and accommodation should contact the Director of Special Programs at the Gervais School District Office, 290 First Street, Gervais, OR 97026, Phone (503) 792-3801. Contact should be made 48 hours in advance of the event.*

*The Gervais School district's policy is to provide veterans and disabled veterans with preference as required by law. Applicants are required to provide certification of eligibility for preference.*

**APPLICATION DEADLINE:**

Applications will be accepted until **4:00 p.m. on Friday, December 14, 2018** at the District Office.

**HIRING TIMELINES:**

- Advertise opening: 11/30/2018
- Applications due: 12/14/2018 or until filled
- Applications screened: 12/17/2018
- Interviews: 12/18/2018
- Board Approval: 1/17/2019
- Position to be offered: 12/20/2018 (conditional)

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