



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

Vacancy Announcement Please Post December 3, 2018

POSITION:

- Childcare Worker

TERMS OF EMPLOYMENT:

- 5 days per week and 3-4 hours per day in the afternoon
- \$11.88 - \$12.82 depending upon experience

STARTING DATE:

- December 17, 2018 and as needed

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;
- Preferred - 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 and college transcripts or a Professional credential from a university placement office.

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.

APPLICATION DEADLINE:

Applications will be accepted until **4:00 p.m. on Tuesday, December 11, 2018** at the District Office.

HIRING TIMELINES:

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|--------------------------|---|---------------------------|------------------------|
| ▪ Advertise opening: | 12/03/2018 | ▪ Interviews: | 12/13/2018 |
| ▪ Applications due: | 12/11/2018 or until filled
& as needed | ▪ Board Approval: | 12/20/2018 |
| ▪ Applications screened: | 12/12/2018 | ▪ Position to be offered: | 12/14/2018 conditional |

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.