

POST IMMEDIATELY

COUNCIL BLUFFS COMMUNITY SCHOOL DISTRICT DIVISION OF HUMAN RESOURCES

Classified Vacancy Notice - Posting #5120

October 4, 2018

The Council Bluffs Community School District is seeking applicants for the following position:

For the 2018-2019 School Year

PRESCHOOL MONITOR

Carter Lake Elementary School

1.5 hrs/day, 12:30 p.m. – 2:00 p.m., M-F

Salary: \$10.00 per hour

ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Essential job duties must be performed on site. Other duties may be assigned.)

- Reports to work as scheduled on a regular and reliable basis.
- Assists teacher in maintaining discipline and follows through with prescribed classroom management programs daily.
- Assists teacher in supervision of students.
- May be required to assist students with mobility and personal needs including but not limited to personal hygiene needs and/or toileting.

SUPERVISORY RESPONSIBILITIES:

Supervises students as directed by the teacher.

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED)

Previous experience in working with young children is preferred.

PHYSICAL DEMANDS:

While perform the duties of this job, the employee is regularly required to reach with hands and arms 0 – 24 inches and on occasion up to 36 inches. The employee frequently is required to stand, walk, sit, talk and hear. The employee is occasionally required to use hands and fingers, handle or feel objects, tools or controls; climb or balance; and stoop, kneel, crouch or crawl. The employee is frequently required to bend at the neck more than the average person and may need to frequently work on the floor, depending on the age level of students. Specific vision abilities required by this job include close vision, distance vision and peripheral vision. The employee needs to be able to tell where a sound is coming from, hear in a noisy environment and occasionally will assist in physical management of students and left and/or up to 75 pounds 0 – 12 feet and occasionally up to 20 feet, things such as wheelchairs, books, supplies or other instructional equipment.

WORK ENVIRONMENT:

The employee will typically work indoors but may be required to attend to students need outdoors in moderate to cold temperatures or moderate to hot temperatures. The noise level in the work environment is usually moderate to loud. The employee must be willing to work with other staff. The employee is continuously responsible for the safety and well-being of students.

APPLY AS SOON AS POSSIBLE. THIS POSITION IS OPEN UNTIL FILLED.

Apply at www.cb-schools.org

It is the policy of the Council Bluffs Community School District not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age, genetic information, ancestry, geographic location, citizenship, political party preference or belief, familial status (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) or any other protected trait or characteristic in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Human Resources at 712-328-6446.