

# BREMEN COMMUNITY HIGH SCHOOL DISTRICT 228

Midlothian, IL 60445

POSITIONS: ACT WORK KEYS FACILITATOR

LOCATION: DISTRICT SCHOOLS

EFFECTIVE DATE: TBD

POSTED: 8/13/09

## QUALIFICATIONS

1. A bachelor's degree with certification to teach mathematics and/or English preferred.
2. A valid Illinois Certificate Type 09 preferred.
3. Comfortable with computer technology and software programs.
4. Such alternatives to the above qualifications as the Board may find appropriate.

JOB GOAL: To motivate and assist each junior to develop competence in mathematical and reading skills using ACT Work Keys computer-based curriculums

## PERFORMANCE RESPONSIBILITIES

1. Become proficient in using the internet version of Key Train in order to assist students with the Reading for Information and Applied Mathematics ACT Work Keys computer-based curriculums.
2. Provide documentation to teachers regarding lesson completion.
3. Provide pre- and post- test data to administration and teachers.

## TERMS OF EMPLOYMENT

1. Work Year: 4 hours per day for approximately 115 days during the 2009-2010 school year. The exact number of days will depend on the start date of the chosen candidate
2. Fringe Benefits: Not Applicable
3. Salary: \$31 per hour

EVALUATION: Performance of this job will be evaluated continually on an informal basis.

APPLICATION: Interested applicants should send a letter of interest and supportive documentation\* to:

Dr. Marcia Mendenhall, Assistant Superintendent of Personnel  
Bremen Community High School District 228  
15233 South Pulaski Road  
Midlothian, IL 60445

Closing Date: Until position is filled.

- \*Includes
1. Complete Resume
  2. Copy of Certificate
  3. Copies of College Transcripts
  4. Credentials

**SCHOOL DISTRICT NO. 228 IS AN EQUAL OPPORTUNITY EMPLOYER**