



**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**435 Hillcrest Avenue Pacific Grove, CA 93950**

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[www.pgusd.org](http://www.pgusd.org)

**NOTICE OF Pacific Grove Adult School Community Education VACANCY**

November 20, 2018

***QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW***

**POSITION:** Pickle Ball Instructor  
**Pacific Grove Adult School**  
Position is subject to sufficient enrollment

**HOURS:** 2 hrs. per day / 2 days per week/ 12 months per year  
3:00 PM – 5:00 PM

**POSITION CRITERIA:**

**The most qualified candidates will meet the following criteria:**

- Experience teaching Pickle Ball to adult learners

**PERFORMANCE RESPONSIBILITIES:**

- Use a variety of resources and teaching techniques
- Provide frequent and timely feedback to students
- Create a welcome and respectful learning environment
- Actively maintain and increase enrollment
- Track and record attendance on a weekly basis
- Maintain a professional appearance and demeanor
- Participation in staff development meetings
- Work collaboratively with colleagues, administrators, and support personnel
- Enforce school rules and regulations and report safety hazards
- Assume additional responsibilities as needed
- Maintain flexibility with regard to job related tasks

**SALARY:** \$ 31.26 per hour (Step 1, Column A of Adult Education Salary Schedule)

**EFFECTIVE:** January 8, 2019

**APPLICATION DEADLINE: December 4, 2018**

**APPLICATION PROCESS:**

Submit a complete application package on EDJOIN or to:

Pacific Grove Unified School District  
Human Resource Department  
Billie Mankey, Director II, Human Resources  
435 Hillcrest Ave., Pacific Grove, CA 93950  
Phone: 831.646.6507 / FAX: 831.646.6527

Complete application should include  
a district application, letter of intent, updated resume, and three letters of reference.

Applications are available on line @ [www.pgusd.org](http://www.pgusd.org)

The Pacific Grove Unified School District does not discriminate against on the basis of sex, sexual orientation, gender, gender identity, gender expression, pregnancy, race, ancestry, national origin, religion, color, mental or physical disability, medical condition, genetic information, marital status, age, and military and veteran status.