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

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NOTICE OF Pacific Grove Adult School Community Education VACANCY

December 5, 2018

QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW

POSITION: FRENCH LANGUAGE INSTRUCTOR
Pacific Grove Adult School

Position is subject to sufficient enrollment

HOURS: 2 hrs. per day / 1 day per week/ 12 months per year
5:30 PM – 7:30 PM Thursday's

POSITION CRITERIA:

The most qualified candidates will meet the following criteria:

- Teaching credential in single subject: French preferred
- Demonstrated experience teaching French language to secondary students and/or adults

The teacher's duties shall not be limited to the following listed performance responsibilities.

PERFORMANCE RESPONSIBILITIES:

- Use a variety of resources and teaching techniques
- Develop "Conversational" level curriculum (including cultural norms)
- Provide frequent and timely feedback to student
- Create a welcome and respectful learning environment
- Actively maintain and increase enrollment
- Track and record attendance on a weekly basis
- Maintain a safe, engaging, and respectful learning environment
- Maintain a professional appearance and demeanor
- Participate 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 12, 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

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.