



**Hillsboro Community
Unit School District #3**

1311 Vandalia Road
Hillsboro, IL 62049

Phone: (217) 532-2942
Fax: (217) 532-3137

David E. Powell, Superintendent

VACANCY NOTICE

Hillsboro Community Unit School District #3
November 8, 2023

POSITION:

Pre-K Teacher's Aide

CERTIFICATION:

Para Professional Certification or willingness to obtain the certification

JOB DESCRIPTION:

Working with Prekindergarten Students

SALARY:

To be determined by the Board of Education

Send employee application (available at the District's website), resume',
copies of transcripts and certificates, and 3 letters of reference to:

Marci Gutierrez, Pre-K Director
Coffeen Early Childhood Center
200 School St.
Coffeen, IL 62017
E-mail to: mgutierrez@hillsboroschools.net
Phone: (217) 532-7822

DUE BY: Open Until Filled

We do not discriminate against any employee or applicant for employment because of
race, color, religion, sex, national origin, age or handicap.