



**Hillsboro Community  
Unit School District #3**

1311 Vandalia Road  
Hillsboro, IL 62049

Phone: (217) 532-2942  
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**David E. Powell, Superintendent**

## **VACANCY NOTICE**

Hillsboro Community Unit School District #3

April 25, 2024

The following position in Hillsboro Community Unit School District #3 is available for the 2024-2025 school year in the Hillsboro Early Childhood Programs:

**POSITION:**

(2) Full Time Pre-K Teacher's Aide

**CERTIFICATION:**

Current Paraprofessional Certification or willingness to obtain the certification.

**JOB DESCRIPTION:**

Working with Prekindergarten Students

**STARTING DATE:**

School Year 2024-2025

**SALARY:**

Per Teacher's Aide Contract Salary Schedule

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

Marci Gutierrez, Pre-K Director  
Coffeen Elementary School  
200 School St.  
Coffeen, IL 62017 or  
E-mail to: [mgutierrez@hillsboroschools.net](mailto:mgutierrez@hillsboroschools.net)  
Phone: (217) 532-7822

**DUE BY:** May 24, 2024

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