

Job Posting

Category	Recreation
Job Title	Pre-School Teacher Assistant
Class	Part-Time
Days	Evenings 5:45 p.m. – 7:45 Tuesdays and Thursdays
Salary	Varies with experience
Requirements	Prior experience working with children helpful but not required. Must have excellent oral and written communication skills. Must be at least 18 years of age and be creative, energetic, and patient.
Physical Requirements	Indoors most of the time, outdoor play when weather allows. Must be able to lift up to 40 pounds, if necessary, and stand for extended period of time. (up to 2½ hrs)
Duties:	Assists teacher with all classroom activities. Clean & prepare classroom on a daily basis, prepare timesheets & safety sheets, report any unsafe conditions or suspected abuse immediately. Contact with other staff and public. Attend staff meetings and special events planned by pre-school.

The Huntley Park District is an equal opportunity employer. A criminal background check is required.

Application can be picked up at the REC Center. Completed application should be returned to the front desk staff or mailed to:

Huntley Park District
HR Dept.
12015 Mill Street
Huntley IL, 60142
No phone calls please.