



RIVER VALLEY SCHOOL DISTRICT

HOME OF THE BLACKHAWKS

660 West Daley Street

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Spring Green, Wisconsin 53588

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Phone: 608-588-2551

April 18, 2024

NOTICE OF VACANCY

- Position:** ELEMENTARY INSTRUCTIONAL ASSISTANT, RIVER VALLEY EARLY LEARNING CENTER
- Qualifications:** High school diploma; ability to motivate and work with children; ability to maintain effective working relationships with students and other staff; ability to work both as a team and independently; emotional stability; excellent communication skills; and child care work is preferred, but not required.
- Job Description:** Potential candidates will work in a 4K classroom, assisting the 4K teachers with many duties including, but not limited to: small group instruction, working 1 on 1 with a student, supervision of breakfast, lunch, snack, and recess, prepping materials for teachers. Bus supervision is also required with this position. Hours are approximately 6:30 am to 4:15 pm Monday, Tuesday, Thursday, and Friday with Wednesdays off.
- Application procedure:** Application, letter of interest, and three (3) references should be sent to:
- Mrs. Carla Peterson
Elementary Principal
830 W. Daley St.
Spring Green, WI 53588
608-588-2559 ext. 3001
cpeterson@rvschools.org
- Application Deadline:** Open until filled

The River Valley School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following people have been designated to handle inquiries regarding non-discrimination policies: Scott Moore, Business Director, 660 W. Daley, Street, Spring Green, WI 53588, 608-588-2551, smoore@rvschools.org and Claire Knoll, Pupil Services Director, 660 Varsity Blvd., Spring Green, WI 53588, 608-588-2556, cknoll@rvschools.org

Cc: RV District staff
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FAX: 608-588-2558



Website: www.rvschools.org