

Hanford Elementary School District
Human Resources Department
November 1, 2019

**NOTICE OF VACANCY:
SUBSTITUTE READY Program Tutor
\$16.19/hr.**

ASSIGNMENT: Substitutes for the READY Program. Site to be determined – 4.5 hrs. per day. Regularly assigned shift is: 2:00 p.m. to 6:30 p.m. except Wednesday's schedule starts at 1:00 p.m. on-call as needed; may be assigned to short or long term assignments.

MAJOR RESPONSIBILITIES: To assist in the supervision and training of students enrolled in the Recreation Enrichment Academics Devoted to Youth (READY) program. Provide various supportive services in order to carry out activities to improve the attendance, academic performance and general well being of students enrolled in the READY program.

REQUIREMENTS: Obtain a passing score on the High School Proficiency Test. All substitute employees must complete the Child Abuse Mandated Reporter and Sexual Harassment Prevention Training and provide certificate of completion each school year in order to remain active on our substitute list.

WORKING CONDITIONS:

Environment: Indoor and outdoor environment.

Physical Abilities: Seeing to monitor student behavior during academic activities, hearing and speaking to exchange information related to activities, bending at the waist, kneeling, standing, crouching, walking for extending periods of time, jumping, running hopping and skipping to participate with children in activities, ability to tolerate heat in an outside setting, and to tolerate noise and traffic. Dexterity of hands and fingers to operate assigned equipment; and ability to lift students weighing up to 50 lbs.

Interested applicants may respond by submitting the following to the Human Resources Department by the final filing date:

A completed [classified job application](#) and answers to the [supplemental questions](#). Applications that are over a year old will not be accepted; a new application must be completed. **Proficiency Testing and the Paraprofessional Exam are given by the Kings County Office of Education, call (559) 589-2500, to schedule if you have not already taken and passed these tests.**

For information and application packet contact:

Human Resources Department
714 North White Street
Hanford, CA 93230
Phone: 559-585-3619
www.hesd.k12.ca.us

FINAL FILING DATE: OPEN UNTILL FILLED

The Hanford Elementary School District does not discriminate on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation at any district site and/or activity. No person shall be denied employment solely because of any impairment which is unrelated to the ability to perform the essential functions of the position for which application has been made.