

PLEASE POST

VB – 2016-2017

August 2, 2016

**HARLAN COUNTY SCHOOLS  
AN EQUAL OPPORTUNITY EMPLOYER**

**V A C A N C Y   B U L L E T I N**

**POSITION:** Family Resource Center Aide

**LOCATION:** LGR FRYSC --- Green Hills Elementary School

**LENGTH OF EMPLOYMENT:** 2016-2017 School Year

**SALARY RANGE:** FRYSC Salary Schedule

**CERTIFICATION/QUALIFICATIONS:** High School Diploma or GED; one-year experience in related field. Alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

**JOB DESCRIPTION (Condensed):**

Assist coordinator. Maintain accurate and complete records as required by law, district policy and administrative regulations. Have familiarity with software, maintain records and complete records.

**EFFECTIVE EMPLOYMENT DATE:** After posting deadline

**APPLICATION DEADLINE:** August 11, 2016

**NON-DISCRIMINATION POLICY:** The Harlan County School District practices non-discrimination in employment. Harlan County School District complies with Title IX, Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act of 1990. The school district does not discriminate on the basis of race, color, age, national origin, religion, creed or marital status, in the education programs or activities it operates. The Harlan County Public Schools will seek minorities in the areas of under utilization.

**TO APPLY:** SUBMIT A WRITTEN LETTER STATING EXACT POSITION(S) APPLYING ALONG WITH A COMPLETED APPLICATION. APPLICATIONS MUST BE RECEIVED IN THE OFFICE OF THE ASSISTANT SUPERINTENDENT IN CHARGE OF PERSONNEL NO LATER THAN 3:30 P.M. ON THE DEADLINE DATE. INTERESTED PERSONS MAY VISIT THE PERSONNEL OFFICE OF THE HARLAN COUNTY BOARD OF EDUCATION FOR AN APPLICATION, JOB DESCRIPTION AND NEEDED QUALIFICATIONS.

**SEND TO:** MIKE HOWARD, SUPERINTENDENT, HARLAN COUNTY SCHOOLS, 251 BALL PARK ROAD, HARLAN, KENTUCKY 40831.