

PLEASE POST

VB – 2017-2018  
December 6, 2017

**HARLAN COUNTY SCHOOLS  
AN EQUAL OPPORTUNITY EMPLOYER**

**V A C A N C Y   B U L L E T I N**

**POSITION:** FRYSC Coordinator

**LOCATION:** James A. Cawood Elementary School

**LENGTH OF EMPLOYMENT:** Remainder of 2017-2018 School Year

**SALARY RANGE:** FRYSC Salary Schedule

**CERTIFICATION/QUALIFICATIONS:** Bachelor's degree preferred; a minimum of an associate degree required with two (2) years of experience in a related field (social work, psychology, counseling, business, education, and public or community relations).

**JOB DESCRIPTION (Condensed):**

Supervise center staff and volunteers. Maintain accurate and complete records as required by law, district policy and administrative regulations. Have familiarity with computers and related software. Develop and maintain Center activities that are age appropriate. Attend meetings, make homes visits and other center related activities to remove non-cognitive barriers to learning.

**EFFECTIVE EMPLOYMENT DATE:** After posting deadline

**APPLICATION DEADLINE:** December 15, 2017

**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 SUPERINTENDENT 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:** BRENT ROARK, SUPERINTENDENT, HARLAN COUNTY SCHOOLS, 251 BALL PARK ROAD, HARLAN, KENTUCKY 40831.