



Regional Office of Education #12
Monte Newlin, Regional Superintendent of Schools

PRE-K AIDES

Successful candidates will assist the Preschool For All teacher in developing and implementing a developmentally-appropriate preschool program for young children. They will work collaboratively with Preschool For All Staff and community partners to provide children and families with an inclusive, engaging, and inviting learning environment. Staff will assist with planning and implementing classroom activities, supervise children inside and outside, including, but not limited to bus duty, recess, field trips/ family fun nights, and classroom activities. Teacher's Aides also assist with developmental screenings, regular observations and the collection of assessment information for lesson planning, and progress reports, as well as maintain accurate professional records, assist in effective communication with parents, and help plan and implement monthly family fun nights, and perform any other duties which follows the Illinois State Board Education Preschool For All Grant grant requirements.



WE'RE HIRING

Benefits Include

- \$13.25/Hour
- Employer-Share of IMRF Paid
- Section 125 Cafeteria Plan Offered
- 403(b) Plan Offered
- ROE pays for \$10,000 Life Insurance Policy
- ROE pays \$500 per month towards individual health insurance
- Vision & Dental Insurance Available

To Apply

- Completed ROE 12 Application for Employment
https://www.roe12.org/wp-content/uploads/2022/02/ROE_20_2312_20Application_20for_20Employment_20_28Form_20Ver_202_29.pdf
- Cover Letter
- Resume
- Copy of ELS (Printed from ELIS Account)
- Three Letters of Reference

Mail Completed Application Materials:

Julie Redman, Program Director
ROE 12 Pre-K Programs
300 West Main Street
Suite 307
Robinson, Illinois 62454

Regional Office of Education #12 is an Equal Opportunity Employer. Applicants for employment shall be afforded equal opportunity in all aspects of employment without regard to race, color, religion, national origin, disability, gender, sexual orientation, age, or participation or membership in a labor organization, except as permitted by law.