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**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
435 Hillcrest Avenue Pacific Grove, CA 93950

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February 18, 2022

**New Close Date**

**NOTICE OF CERTIFICATED VACANCY**

**QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW**

**POSITION:** **High School Diploma/HiSet Teacher**  
Follows Adult School Calendar Mon & Tues 9:30-1pm, Wed & Thurs 4-8pm and Fri 9:30-12:30pm

- CRITERIA:** *The most qualified candidates will meet the following criteria:*
- Experience wit online Curriculum programs for adult high school students
  - Experience in working with multi-level students from diverse backgrounds
  - Administration or elementary level online testing for English as a second language and high school diploma students
  - Experience evaluating high school transcripts
  - Incorporates effective strategies to enhance academic language for all students, especially English learners.
  - Adjusts and differentiates instruction using formative assessment data to meet a variety of student needs
  - Aligns curriculum with CA State Standards
  - Values and models use of small group instruction
  - Expertise and experience working with technology and online learning
  - Values using and modeling instructional technology in the classroom
  - Possess a growth mindset
  - Bilingual applicants are encouraged (Spanish preferred)

**EFFECTIVE:** **ASAP**

**CREDENTIAL:** Must possess a valid California credential authorizing the credential holder to teach subjects listed in courses primarily for adults

**SALARY AND BENEFITS:** Starts at \$ 31.95 per hour (depending on placement on the Adult School Salary Schedule)

**DEADLINE:** **Open until filled – interviews will be conducted as applications are received**

**APPLICATION:** Please submit a complete application on [Edjoin](#):

***Pacific Grove Unified School District***

Human Resource Department  
Billie Mankey, Director II, Human Resources  
435 Hillcrest Avenue  
Pacific Grove, CA 93950.  
Phone: 831-646-6507; FAX: 831-646-6527  
E-mail: [bmankey@pgusd.org](mailto:bmankey@pgusd.org)

**District employees need only submit a letter of intent. An updated resume and cover letter are highly recommended**

A complete certificated application package includes a cover letter, certificated application form, current résumé, copy of credential, copy of transcripts and 3 letters of recommendation.

The Pacific Grove Unified School District does not discriminate against on the basis of sex, sexual orientation, gender, gender identity, gender expression, pregnancy, race, ancestry, national origin, religion, color, mental or physical disability, medical condition, genetic information, marital status, age, and military and veteran status.