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

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May 1, 2020

**NOTICE OF VACANCY POOL**

*QUALIFIED DISTRICT EMPLOYEES WILL RECEIVE AN INTERVIEW*

**POSITIONS: FAMILY ENGAGEMENT FOR STUDENT SUCCESS**

**Creating a pool of applicants**

**HOURS:** up to 3 hours per week / per site - for a total of 16 weeks

**EFFECTIVE:** ASAP

**Position Criteria:** *The most qualified applicants will meet the job description requirements and the following criteria:*

- *Ability to establish relationships with students and families*
- *Ability to run and coordinate Parent Engagement activities for parent success*
- *Knowledge of Basic Safety practices and emergency protocols*
- *Must be able to work independently and as part of a team*

**SALARY:** Paid a minimum of Column A Step 1 on the Adult School Salary Schedule \$31.26 per hour.

Current Certificated Adult Ed employees paid hourly at their current step/column on the Adult Ed Salary Schedule.

Current Certificated PGTA members paid at the PGTA hourly instructional rate of \$41.30 per hour.

**DEADLINE:** May, 8 2020

**APPLICATION:** Submit a complete application package to:

**Pacific Grove Unified School District**  
Human Resource Department  
Billie Mankey, Director II, Human Resources  
435 Hillcrest Ave.  
Pacific Grove, CA 93950.  
Phone: 831-646-6507; FAX: 831-646-6582  
District website: [www.pgusd.org](http://www.pgusd.org)

Internal and external candidates: Please submit a letter of interest, including a class proposal, to Billie Mankey (bmankey@pgusd.org) and Barbara Martinez ([bmartinez@pgusd.org](mailto:bmartinez@pgusd.org)) by January 29, 2020. In the proposal, please describe the topics parents will explore, and specify the kinds of supplies/materials that would be needed in order to facilitate the program. Please include any other information that might be relevant to making the program successful.

A complete application package includes a letter of interest, district application form, and a class proposal

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.