



## VACANCY NOTICE

**Position:** Central Middle School  
Paraprofessional  
2025-2026 School Year

**Apply to:** Matthew Palcer, Principal  
Central Middle School  
44W303 Plato Rd.  
Burlington, IL 60109

**Applicants should supply the following materials to complete their application:**

**Internal via** [matthew.palcer@central301.net](mailto:matthew.palcer@central301.net)

1. Letter of Interest
2. Resume – one page

**External via** <http://www.applitrack.com/bcsd301/onlineapp/>

1. Completion of KCHRC online application
2. Formal letter of Application
3. Personal Resume
4. Letters of Recommendation (3)
5. Transcripts
6. Copy of appropriate certificate(s)

### **General Information:**

Central 301 is seeking applicants for a full time Paraprofessional position at Central Middle School beginning with the 2025-26 school year. Applicants must possess a paraprofessional educator, substitute, or professional educator license through the Kane County Regional Office of Education.

### **Salary and Benefits:**

- 12 sick and 3 personal days per year (pro-rated to start date)
- Medical and Dental Insurance
- Participates in the IMRF pension system
- Starting wage of \$18.42 - \$19.91 / hour dependent upon experience