

VACANCY NOTICE

Position: Howard B. Thomas Grade School
Paraprofessional
2025-2026 School Year

Apply to: Kim Lewis, Principal
Howard B. Thomas Grade School
44W575 Plato Rd.
Burlington, IL 60109

Applicants should supply the following materials to complete their application:

Internal via kim.lewis@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 Howard B. Thomas Grade School beginning with the 2025-26 school year. This position will also work with early childhood students. 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