



## Notice of Open Position

- Agency:** Chehalem Park and Recreation District
- Position Title:** Internship for Migrant Summer School
- Filing Deadline:** closes April 29, 2016
- Classification:** Temporary, Part time Positions (4)
- Location:** Edwards Elementary School, Newberg, OR.
- Start Date:** June 27- July 21 (with orientation day TBA)
- Hours/Days:** 7 hours per day/4 days per week  
(plus ½ hr. unpaid lunch break) total of 15 days- actual work hours may vary, schedule TBA
- Wage:** \$10.50 per hour
- Description:** Assist teachers and educational assistants in the classroom and during enrichment activities
- Requirements:** Enrolled to begin college coursework or have completed at least one semester at a university or community college. Must have a minimum 2.5 GPA.  
Ability to:  
(1) read, write, and speak both Spanish and English  
(2) assist in monitoring student daily work, academic progress, and relationships with other students and school personnel  
(3) provide assistance by preparing instructional materials, filing, and performing other clerical tasks  
(4) organize, prepare, adapt and distribute instructional and resource materials.
- Qualifications Desired:** Previous experience with English language learners preferred. Computer skills with the following programs: Excel, Access, Word and PowerPoint
- How to Apply:** Interested applicants must submit a CPRD application  
To: Chehalem Park and Recreation District, 125 S. Elliott Road, Newberg, OR. 97132. Call 503-537-2909 or access Application packet at [www.cprdnewberg.org](http://www.cprdnewberg.org)

*Chehalem Park and Recreation District is an equal opportunity employer*