
NORTH EAST INDEPENDENT SCHOOL DISTRICT
8961 Tesoro Dr. San Antonio, TX 78217
www.neisd.net

EMPLOYMENT BULLETIN

In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**LIBRARIAN
ELEMENTARY/SECONDARY
2011-2012 SCHOOL YEAR**

MINIMUM QUALIFICATIONS:

- Master's Degree
- Two years classroom teaching experience from a public or accredited private school
- Valid Texas Teacher Certification with Learning Resource endorsement and/or Learning Resource Specialist Certificate and/or School Librarian Certificate
- Valid Texas Driver License with driving record that meets the requirements of the District

MAJOR PERFORMANCE RESPONSIBILITIES:

- Collaborates with teachers to implement meaningful, timely instruction for students in groups and as individuals
- Works with other faculty and administrators to improve Texas Assessment of Knowledge and Skills (TAKS) related performance of all students
- Offers education, training and guidance to students and staff in the use of technology and information resources
- Teachers information skills within TEKS curriculum context
- Manages personnel effectively
- Demonstrates fiscal responsibility over the library budget
- Establishes an environment which encourages self discipline and self direct learning
- Ensures a user friendly library
- Performs duties in a professional, ethical and responsible manner as defined in the Texas Education Code of Ethics for Educators
- Reports to work on time every day
- Performs additional duties and accepts other responsibilities as may be assigned

TERMS OF EMPLOYMENT:

PAY GRADE: Teacher Salary Schedule **WORK DAYS:** Ten Months

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to employment@neisd.net. Those who are not district employees must complete an online application at www.neisd.net before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remain Open Until Filled AN EQUAL OPPORTUNITY EMPLOYER
