

WARREN COUNTY SCHOOL DISTRICT  
WARREN, PENNSYLVANIA

POSITION REQUEST

ITEM 1: PERSONNEL REQUISITION

DATE: 6/26/18

Budget Year:

2018 - 2019

Budget Code:

01-1190-800-00-12-085  
Title

Contingency Budget:

Position Title:

Reading Specialist

# Hours per day: contractual

From:

To:

Assigned School for the Year:

SAES Itinerant

Salary (check one):

- ☐ \$ \_\_\_\_\_
- ☐ Commensurate with qualifications and experience
- ☒ Per contract or salary plan

Type of Employment (check all that apply):

- ☒ Permanent ☐ Temporary ☐ Supplemental Contract
- ☐ Administrative ☐ Certificated ☐ Support

Reason (check applicable reason):

- ☐ New Position ☐ Increased workload (temporary only)

Justification: Why do you need this position filled? (Please be specific)

1. Student need

2.

3.

4.

**ITEM 2: REQUEST FOR ADVERTISING**

Date position is to start: 54 10/19

**Journals and newspapers:**

- ☐ Warren Times Observer      ☐ Jamestown Post Journal      ☐ Erie Times  
☐ Pittsburgh Post Gazette      ☐ PA State Colleges  
☐ Other  
☐ Professional Journals (Please provide title, exact address, phone number & fax number)

**ITEM 3: QUALIFICATIONS** (Specify required or preferred education, skills and experience as appropriate. Attach a copy of the job description for the position which lists job classifications, starting and ending dates of position and the exact number of hours and times to be worked.)

*Reading specialist certification  
elementary certification*

**ITEM 4: MEMBERSHIP OF THE SEARCH COMMITTEE** (Designate Chair)

*Marcia Medigan chair  
Medina Reynolds  
Anna Petersen*

**ITEM 5: CRITERIA TO BE USED IN JUDGING CANDIDATES**

**REQUESTED BY:**

*D. Deel*  
Administrator Signature

Date

**APPROVED BY:**

*D. Deel*  
Director Signature

Date

*C. B.*  
Superintendent Signature

Date