

NIPPERSINK SCHOOL DISTRICT 2

**4213 US Highway 12
Richmond, IL 60071**

Announcement of Vacancy

**School Secretary
12 month position**

Nippersink Middle School

The Nippersink School District 2 in Richmond/Spring Grove, Illinois, is seeking a 12 month per year School Secretary for Nippersink Middle School, a 6th-8th grade building of 400 students.

Salary

Per terms of the collective bargaining agreement.

Start Date

ASAP

Deadline for Application

February 11, 2022

Application Procedures

Apply online at www.mchenry.k12.il.us (Employment link, view vacancies) or direct letters of application, resume, letters of reference and other appropriate documents to:

Mr. Scott Whipple, Principal
Nippersink Middle School
10006 Main St.
Richmond, IL 60071
swhipple@nsd2.com
Phone: 815-678-7129
Fax: 815-678-7210