

Chief Tahgee Elementary Academy Substitute Teacher

SCHOOL: Chief Tahgee Elementary Academy
POSITION TYPE: K – 6th Grade Substitute Pool
POSTED: Ongoing
REPORTS TO: Principal
SALARY/BENEFITS: \$65.00 - \$70.00/day depending on education

JOB DESCRIPTION:

Chief Tahgee Elementary Academy is now accepting applications for substitute teachers. Substitute teachers will manage student learning in accordance with the goals and directives of the school.

ESSENTIAL FUNCTIONS/TYPICAL TASKS

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Implements classroom teacher's lesson plans, while ensuring the integrity of academic time and in a manner which motivates students to learn and participate;
- Maintain and respect confidentiality of student and school personnel information;
- Maintain classroom control that will foster a safe and positive environment for all students and staff in accordance with school policies;
- Ensure adequate supervision of the classroom to assure health, welfare, and safety of all students;
- Reports all student injuries, accidents, illnesses, and discipline problems to the appropriate authority immediately or as soon as is reasonably possible;
- Completes a Substitute Teacher Report Form for the regular classroom teacher;
- Returns instructional materials, equipment, and keys to proper place;
- Complies with and supports school and division regulations and policies;
- Models non-discriminatory practices in all activities;
- Performs other related duties as assigned by building administrator(s) in accordance with school/division policies and practices.

EDUCATION AND EXPERIENCE

Education equivalent to graduation from an accredited high school or GED.

SPECIAL REQUIREMENTS

- Candidate must be at least 18 years of age.
- Candidate must attend an orientation/training session.
- Candidate must agree to authorize Chief Tahgee Elementary Academy to conduct a Criminal History Search/fingerprinting.
- Candidate must possess good moral character.

For more information, please visit the school or contact:

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