

# Substitute Teacher

## When Applying, Please Include:

- Online Application
- Resume
- Cover Letter

## Job Summary:

A Substitute Teacher is responsible for providing instruction, managing classroom environment and promoting student learning in the absence of the regular classroom teacher. Substitute Teachers support the preparatory kindergarten, elementary, and middle school by filling vacancies.

## Qualifications:

- Must have or able to get CPR and First Aid certifications.
- Experience working with children in a teaching position or child care.
- Must pass background check.
- Must demonstrate high degree of responsibility, creativity, and flexibility.
- Great communication and classroom management skills.
- Solid understanding of the Christian faith and corrects in a biblical manner.

## Essential Duties and Responsibilities:

- Follow all policies, rules and procedures to which regular teachers are subject
- Remain in assigned classroom until end of the assigned substitute time.
- Review with principal or designee, all plans, duties and schedules to be followed during the teaching day, teaches the outlined lessons, maintain as fully as possible the established routines and procedures of the school and classroom.
- Establishes and maintains standards of student behavior to achieve a functional learning environment.
- Punctual attendance.
- Maintain appropriate confidentiality regarding information relating to students, staff, and school operations.
- Follow all school policies and procedures.

## Physical Demands:

- Ability to sit, stand or walk for prolonged periods of time. Ability to talk and hear conversations. Use close vision, distance vision, peripheral vision, and depth perception.

Location: Columbia County Christian School

Salary Range:

Shift Type:

## Job Contact Information:

Name: Beth Winegar

Title: Administrator

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