



POSITION AVAILABLE

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JOB STATUS:	OPEN
POSITION TITLE:	SUBSTITUTE TEACHER - ALL LEVELS AND CONTENT AREAS
POSTING NUMBER:	TEJUN-15
POSTING DATE:	06/01/2016
CLOSING DATE:	06/30/2016
LOCATION:	*VARIOUS LOCATIONS
JOB INFORMATION:	<ul style="list-style-type: none"> • SUBSTITUTE TEACHER: 2016-2017 School Year • RATE OF PAY: Full Day - \$116.62 / Half day - \$58.31 • CERTIFICATE REQUIRED: This position requires a Washington State Teaching Certificate with the appropriate Endorsement to teach in the content area advertised in this posting. The Professional Education Standards Board (PESB), can provide additional endorsement requirement information through their site; PESB Course and Endorsement Lookup <p>Please note: Although it may be your wish to obtain a contract, signing up as a substitute teacher will NOT affect being considered for open positions you apply for.</p> <p>LETTERS OF RECOMMENDATION: Strong applications for this position include letters of recommendation from former and current supervisors, which speak to strengths in the areas of professionalism, collegiality, instructional capacity, and classroom management.</p>
SUMMARY OF ASSIGNMENTS:	Provide direct instruction to students.
RESPONSIBILITIES:	<ol style="list-style-type: none"> 1. Facilitate instructional programs within the prescribed curriculum to provide for individual differences. 2. Be able to effectively teach students of varying abilities. 3. Be able to maintain classroom discipline and use effective classroom management skills.

4. Utilize and maintain district/building curricular and student learning objectives.
5. Follow, prepare and maintain lesson plans.
6. Maintain appropriate student records.
7. Communicate and interpret school programs to patrons.
8. Communicate student progress to parents as directed.
9. Be familiar with state essential learnings, district targets, qualifying standards, testing, etc.
10. Work as an effective member of the grade level, staff, and community to evaluate and improve student learning.
11. Complete full assignment hours: Half-day - 3.75 hrs or Full-day - 7.5 hrs.
12. Fulfill other responsibilities as assigned by the building administration.

QUALIFICATIONS:

1. Qualifies for a Washington State teaching certificate with appropriate endorsements as required by law and regulations. If possessing an initial or provisional certificate, the candidate must hold the appropriate endorsement.
2. Demonstrates classroom management procedures that provide for large and small groups, and individuals, and provides an environment conducive to learning.
3. Uses appropriate disciplinary procedures, establishes clear parameters for student behavior, responds properly when problems occur, and helps students toward self-discipline.
4. Demonstrates ability to communicate clearly and effectively in both written and oral form.
5. Flexible in learning new concepts, cooperates with others, and adapts to a variety of assignments and conditions.
6. Enthusiastic and displays an overall optimism toward teaching and student learning.
7. Assesses needs of students, prescribes and implements effective lessons to meet students' needs through the use of appropriate and current instructional skills.
8. Gains the respect and confidence of students, parents, and staff through modeling appropriate demeanor, behavior, and attire.
9. Sets and attains high level of expectations with a commitment to using available resources so that accomplishment and growth occurs.
10. Develops favorable relationships with students; listens to, cares for, and works collaboratively with them.
11. Relates positively to youth and adults of varying socioeconomic, cultural, ethnic backgrounds, different learning styles, and various disabilities.
12. Demonstrates the ability to learn new ideas and skills and to solve problems; the possession of a minimum cumulative GPA of at least 2.5 is expected. (This requirement may be waived if an inadequate pool of fully qualified applicants for a specific position exists.)
13. Aware of current educational developments and applications, works collaboratively with others; believes in the importance of education, and interested in the welfare of all students.
14. Uses democratic processes to work out problems in a supportive and understanding nonauthoritarian manner.
15. Integrates technology into planning, learning, and record-keeping activities.
16. Knowledge of effective teaching strategies related to the appropriate age of instruction. Demonstrated ability to apply this knowledge in a classroom setting.
17. Willingness and commitment to participate in professional collaboration and student supervision.

18. Demonstrates ability to work effectively with a diverse group of students, teachers, parents, and administrators in a confidential manner.
19. Ability to demonstrate a thorough understanding of the instruction/learning process.

**OTHER
INFORMATION:****APPLY TO:**

Apply online at www.spokaneschools.org by selecting EMPLOYMENT OPPORTUNITIES and submitting the Certificated on-line application. For further information call Human Resources Department at (509) 354-7265. Applications will be screened when complete application materials are received. Spokane Public Schools complies with all federal and state rules and regulations and does not discriminate on the basis of age, sex, marital status, race, color, creed, national origin, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability, sexual orientation including gender expression or gender identity, or honorably discharged veteran or military status. This holds true for all students who are interested in participating in educational programs and/or extracurricular school activities, and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/Staff Civil Rights Officer, ADA Officer and/or Harassment, Intimidation, Bullying (HIB)/Student Civil Rights/504 Compliance Officer. Title IX/Staff Civil Rights Officer, Tennille Jeffries-Simmons, (509) 354-7265 * Harassment, Intimidation, Bullying (HIB)/Student Civil Rights/504 Compliance Officer, Wendy Bleecker, (509) 354-7399 * ADA Officer, Tennille Jeffries-Simmons (509) 354-7265 * Affirmative Action Officer, Mary Templeton, (509) 354-5961* Equal Opportunity Officer, Ramon Alvarez, (509) 354-7344* 200 N. Bernard Street, Spokane, WA 99201-0206. Click here for a list of the current compliance officers: [View EEO Information](#)

**TERMS OF
EMPLOYMENT:**

- Substitute Teacher: On-call position only. Half Day or Full-Day. Not benefit eligible.
- Fingerprinting/Background check required (\$74.75 fee).

Employee Group

Certificated Teachers - TE

START DATE: