



Keeneyville School District #20

Position: Building Substitute/Interventionist

Full Time Position

Reports to: Principal

School: Early Childhood Center and Greenbrook Elementary School

Employment: 181 days per collective bargaining agreement with the Keeneyville Education Association

Qualifications:

Professional Educator License (PEL) registered in DuPage

- Appropriate teacher certification as set by Article 21 of the Illinois School Code
- Elementary teaching experience within the last five years preferred
- Flexibility in working in several grade levels

Duties and Responsibilities:

Planning and preparation

- Demonstrate knowledge of content and pedagogy
- Demonstrate knowledge of students
- Selection of appropriate instructional goals based on evidence and required mastery of Illinois Learning Standards incorporating the Common Core
- Demonstrate Knowledge of resources to support effective student learning
- Design coherent instruction based on mastery of the Illinois Learning Standards incorporating the Common Core
- Effectively assessment student learning and document evidence of student learning, growth, and mastery of standards

Classroom Environment

- Create a learning environment of respect and rapport
- Establish a positive culture for learning
- Effectively manage classrooms procedures
- Effectively manage student behavior
- Organize physical space to support student learning

Instruction

- Communicate clearly and accurately
- Use questioning and discussion techniques that challenge students to build higher order thinking skills

- Engage students in their learning
- Provide feedback to students
- Demonstrate flexibility and responsiveness in instruction to ensure students' needs are being met where they are and that individual student growth is supported
- Collect and analyze data to monitor growth within interventions
- Collaborate with reading specialist and classroom teachers

Classroom Environment

- Be an active, enthusiastic member of a professional learning community
- Reflect on teaching
- Maintain accurate records
- Communicate with families
- Contribute to the school and district
- Grow and develop professionally
- Show professionalism
- Adhere to Board Policy and corresponding administrative regulation