# NOTICE OF VACANCY TAYLOR SCHOOL DISTRIC PERSONNEL MEMORANDUM

INTERNAL/EXTERNAL

**POSITION:** Building Substitute Teacher - Multiple Positions Available (will report to an assigned

building on a daily basis).

#### **MINIMUM QUALIFICATIONS:**

1. 60 credit hours with a 2.0 GPA or better from an accredited university.

## **DESIRED QUALIFICATIONS:**

- 1. Prior experience teaching.
- 2. Ability to maintain and motivate the student population.
- 3. Willingness to learn new techniques.
- 4. Regular attendance is critical.

#### **DUTIES AND RESPONSIBILITIES:**

- 1. Provide direct instruction coursework approved by the Taylor School District.
- 2. Maintain attendance.
- 3. Monitor students before and after classes.
- 4. Maintenance of the classroom environment.
- 5. Report any conflicts of difficulties with students for referrals to other services.
- 6. Assist students with homework.
- 7. Perform such other duties and assume such other responsibilities as assigned by the building principal or designee.

## **BASE RATE OF PAY:**

(\$89.78 - \$125.91 Daily)

Some Benefits

### **APPLICATION PROCEDURE:**

You must provide your letter of interest, resume and photographic evidence of meeting the minimal qualifications i.e. copies of diplomas, educational transcripts, certifications and licensure via AppliTrack at: https://taylorschooldistrictmi.sites.thrillshare.com/page/employment-opportunities

All materials received relative to this posting become property of the Taylor School District.

#### DEADLINE FOR RECEIVING APPLICATIONS IS UNTIL FILLED

# ONLY THOSE CANDIDATES WHICH PROVIDE THE REQUESTED INFORMATION WILL **BE CONSIDERED**

#### NOTICE OF NON-DISCRIMINATION

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