

Antilles School

Title: Substitute Teacher

Antilles School is always seeking dynamic and positive substitute teachers for all grades, all subjects.

Qualifications: include a minimum of a Bachelor's Degree. Previous experience working with children a plus. Consent to a background check is required.

Job Goals: In the absence of the regular classroom teacher, the substitute carries out the lesson plans provided.

Responsibilities and Duties include:

1. Reporting to the division office at the beginning and end of the school day.
2. Meeting and instructing assigned classes in the locations and times designated.
3. Establishing a classroom environment that is conducive to learning.
4. Maintaining order in a fair and just manner.
5. Guiding the learning process toward the achievement of the goals indicated in the lesson plan.
6. Taking necessary and reasonable precautions to protect students, equipment, materials, and facilities.
7. Making certain that the students are accounted for and not left unattended.
8. Performing other duties as assigned by the Division Head, to include lunch, recess, or bus duty.
9. Adhering to the employee handbook.