

Central Christian School
Substitute Teacher
Job Description

Substitute teachers support the mission of Central Christian School by providing continuity of instruction for students in the absence of their regular classroom teachers.

Supervision

The substitute teacher reports to grade level Principal

Position

The substitute teacher is provided with a substitute lesson plan and necessary classroom information prepared by the regular teacher.

Pay Grade

Level K (Long Term Substitute)

Level L (Short Term Substitute)

Expectations

- Reflect a personal faith in Jesus Christ through lifestyle, church commitments and a commitment to Christian education
- Be professional and courteous in dealing with students, families, faculty and staff, and the general public
- Follow all applicable school policies and procedures as outlined in Orientation

Agreement Information

Working hours are 7:30 am – 3:30 pm

Responsibilities

- Take attendance as per teacher instructions
- Follow lesson plans provided by the regular classroom teacher
- Communicate with the regular classroom teacher at the end of the day by written note or email to provide an update on material or activities covered

Qualifications

- Bachelor's degree preferred
- Teaching experience preferred
- Background check required
- Personal qualities of integrity, credibility, and dedication to the mission of Central Christian School

Please submit resume and cover letter to CCS Lead Administrator, Craig Martin,
CraigM@CentralChristianSchool.org.