



Job Title: Substitute Teacher
Reports To: Assistant Head of School, Unit/Grade Level Chair

Education and Experience: Requirement: Bachelor's degree and Background Check. A degree in education and prior teaching experience are preferred, but not required.

Overview:

St. Bernard Academy seeks candidates to substitute for teachers in their absence. Substitute teachers are expected to follow the lesson plans for the day and perform the regular daily duties of a classroom teacher.

Essential Functions and Responsibilities:

- Accepting and supporting the values and principles of our mission to provide an excellent Catholic academic education built on a foundation of self-discipline, compassion and a sense of responsibility for social justice in the tradition of the Sisters of Mercy.
- Directing the learning experiences of students in curricular activities.
- Providing students with appropriate academic guidance that will promote their educational understanding.
- Creating a classroom environment that recognizes and respects the value of each student, while exercising appropriate classroom management.
- Developing a rapport with each student
- Responding to professional directives appropriately and in a timely manner.

Schedule:

This is a part-time temporary position on an as-needed basis.

Compensation:

Long-term substitutes are paid a competitive daily rate for full and partial days.

Physical Requirements:

While performing the duties of this job, the employee is regularly required to: speak, hear, stand, walk, sit, use hands to finger, handle, grasp or feel; and reach with hands and arms, lift up to 30 lbs. and climb stairs. The employee is occasionally required to kneel or crouch. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. Must have the ability to understand and present materials and communicate with constituents and co-workers in a harmonious manner.

Reasonable accommodations may be available to allow the employee to perform the essential functions of the job.