

ST. MARY'S
EPISCOPAL SCHOOL

Application for Substitute Teaching

Name _____ Date of Application _____

Street, City, State, Zip _____

E-Mail Address _____ Telephone Numbers _____

For Position as a substitute teacher in:

- Pre-Kindergarten Teacher
- Kindergarten Teacher (JK & SK)
- Lower School Teacher (grades 1-4)
- Middle School Teacher (grades 5-8)
Subjects _____
- Upper School Teacher (grades 9-12)
Subjects _____
- Athletics/Coaching _____

This application should be mailed to:

St. Mary's Episcopal School
Office of the Assistant Head
60 Perkins Extended
Memphis, TN 38117

For office use

Date Rec'd. _____ Original Rec'd by _____ Copy Sent _____

Educational Background (Please list most recent first)

College/University _____

Degree Awarded _____ Year Graduated _____

Major _____ Minor _____

College/University _____

Degree Awarded _____ Year Graduated _____

Major _____ Minor _____

College/University _____

Degree Awarded _____ Year Graduated _____

Major _____ Minor _____

Employment Experience (Please list most recent first)

If you are currently employed, may we contact your employer? yes no

Dates Employed _____ Employer Name _____

Address _____ Phone Number _____

Job Title/Responsibilities _____

Dates Employed _____ Employer Name _____

Address _____ Phone Number _____

Job Title/Responsibilities _____

Dates Employed _____ Employer Name _____

Address _____ Phone Number _____

Job Title/Responsibilities _____

Dates Employed _____ Employer Name _____

Address _____ Phone Number _____

Job Title/Responsibilities _____

Teaching Experience

1. Do you have a teaching certificate? no
 yes, in state of _____ certificate # _____
2. List areas of certification or areas in which you are qualified to teach (24 or more semester hours):

3. Are you a St. Mary's Parent? no yes, my daughter's name is _____
4. Are you a St. Mary's Alumna? no yes, class of _____
5. Are you a former St. Mary's employee? no yes
6. Would you like to be contacted to substitute in our Pursuits Aftercare program? no yes

References

Name _____ Position _____

Address _____ Telephone _____

Name _____ Position _____

Address _____ Telephone _____

I understand that false, misleading, or omitted information provided or not provided on my application or at any time during the interview process may result in a refusal to hire, or discharge in the event of employment.

I certify that the information contained in this application is true and correct.

Applicant Signature

Date

Employment at St. Mary's Episcopal School is contingent upon successful completion of a background, fingerprint, and reference check.

St. Mary's does not discriminate on the basis of race, religion, ethnic or national origin in admission or in any other activities or programs of the School.