



*Eagle Hill School, a life changing experience, offers children who learn differently the opportunity to grow into capable, resilient students with the self-confidence and character necessary to meet the challenges they will face beyond Eagle Hill.*

**Job Title:** Permanent Substitute/Support Teacher

**FLSA Classification:** Exempt

**Duration:** 10 Month Contract annually renewable

**Employment Category:** Full Time, Staff

**Purpose:** The Permanent Substitute/Support Teacher plays an integral role in the instructional program by helping to provide high-quality instruction that meets the needs of each child. The Support/Substitute teacher is responsible for implementing lesson plans created by classroom teachers for use when they are not in class. When not substituting, the Permanent Substitute/Support Teacher may be assigned to specific classes to serve as a classroom aide. Close collaboration with colleagues ensures that the 'team' approach vital to each child's success at Eagle Hill is supported. The school mission, philosophy, and culture are grounded in a belief in the worth of every individual and the importance of treating all with respect and support, and the Permanent Substitute/Support Teacher is expected to embrace this collaborative viewpoint through his/her daily interaction with all members of the Eagle Hill community.

**Reports to:** The Head of School, Division Heads

**Key Responsibilities:**

- Using lessons provided by the Teacher, provide instruction to students enrolled in classes, including activities and study hall. The Permanent Substitute/Support Teacher will also be assigned two non-academic classes, in addition to working in a homeroom and callback center Monday-Thursday.
  - Help to implement daily lessons, planned by the Classroom Teacher, that reflect the 'best practices' in the field of education of children with learning disabilities and that provide motivating, intellectually stimulating, remedial instruction
  - Help students to develop problem-solving, appropriate risk-taking, social, and self-regulation skills
- Prioritize job expectations effectively by managing professional time and setting professional goals.
  - Participate in staff development provided by the school
  - Perform assigned duties, including varied recess and daily duties
  - Punctually complete all assigned paperwork and respond to requests for information, either digitally or in 'hard copy' format
- With guidance from the Eagle Hill faculty, Permanent Substitutes/Support Teachers are responsible for helping to develop and implement student IEPs as developed by the PPT.

**Expected Credentials:**

- It is expected that all Permanent Substitute/Support Teachers will have at least a Bachelor's Degree, preferably in an appropriate instructional area (i.e. special education, elementary education, literacy).