

ORONDO SCHOOL DISTRICT Substitute Teacher



PRIMARY REQUIREMENT:	In order to be considered for this position you must currently have: a Valid Washington State Teaching Certificate with a K-8 Elementary Education endorsement.
SUPERVISOR:	Superintendent/Principal
SUMMARY:	A classroom teacher performs, under the general direction of the building principal or program manager and with assistance from appropriate staff personnel. A classroom teacher fosters and enhances an effective learning environment; facilitates the development or revision of curriculum and instructional materials; establishes learning objectives and standards based upon general District guidelines; provides instruction, counsels, disciplines, and supervises to meet the individual needs of assigned students; and, to evaluate student performance and progress.
ESSENTIAL FUNCTIONS:	<ul style="list-style-type: none"> ➤ Fosters an educational environment conducive to the learning and maturation process of assigned students; plans an instructional program designed to meet individual student needs and whole groups which may include at risk or special needs youth; prepares lesson plans. ➤ Uses necessary and appropriate instructional methods and materials, which are suited to the well-being of the students and to the nature of the learning activities, program and/or curriculum involved; implements established program or curriculum objectives; attends in-service training and continues to improve professional growth through study and experimentation to remain current in methods and techniques for instruction. ➤ Establishes and implements, in a positive and supportive manner, classroom policies and procedures governing student behavior and conduct; provides guidance, counseling, and discipline to encourage students to meet standards of achievement and conduct; makes referrals for assistance where appropriate. ➤ Confers with students, parents or guardians, and other staff, maintaining an open positive relationship as appropriate to provide guidance and evaluation, and to encourage student achievement. ➤ Establishes classroom goals and objectives, in conformation with courses of study specified by State and School District statutes, regulations and guidelines; evaluates and records student progress; prepares reports for parents or guardians. ➤ Collects and interprets a variety of data; provides reports for administrative purposes. ➤ Directs the activities of assigned non-certificated personnel. ➤ Participates in a variety of activities to enhance personal and professional skills. ➤ Performs related tasks consistent with the scope and responsibilities of the position.
QUALIFICATIONS:	<p>Education and Experience</p> <ul style="list-style-type: none"> ➤ Bachelor's degree; academic preparation for or experience in teaching a culturally, racially, and economically diverse student population in a rural school district. Specific programs may require additional academic preparation or professional experience, including working with bilingual students and assisting them in the transition to regular classrooms; and, teaching multi-level, open-concept, and main streamed classes. <p>Required Knowledge, Skills, and Abilities</p> <ul style="list-style-type: none"> ➤ Knowledge of subject areas appropriate to assignment; effective behavior management techniques; effective instructional techniques; rules and procedures

	<p>for student safety.</p> <ul style="list-style-type: none"> ➤ Skill in proficiency in reading, writing, and oral communications; effective communication with parents or guardians in a diverse community; designing and implementing lesson plans for students having a wide range of achievements. ➤ Ability to deal with students in a positive and confident manner; be fair and consistent when working with a culturally, racially, and economically diverse student population; adapt to change and remain flexible; organize activities; manage student behavior; use good judgment to maintain a safe learning environment; provide instruction and demonstrate techniques; use necessary equipment, computers, machinery, tools, or software; direct assistants; in some positions, administer first aid and CPR; establish and maintain effective, positive working relationships with students, parents or guardians, staff and administrators. Sets and maintains high expectations of students and personal productivity and performance. ➤ Ability to gain respect and confidence of students and community through the modeling of appropriate behavior, methods and attire. ➤ Ability to positively represent the Orondo School District in all actions and communications within the school and the community settings. ➤ Willingness and commitment to professional development.
<p>WORKING CONDITIONS & PHYSICAL REQUIREMENTS:</p>	<p>The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.</p> <p>The usual and customary methods of performing the job’s functions require the following physical demands:</p> <ul style="list-style-type: none"> ➤ Ability to regularly walk, sit, stoop, kneel, crouch, crawl, push, and pull. ➤ Ability to lift up to 30 lbs. ➤ Required to deal with a wide range of student achievement and behavior; required to remain flexible to meet students immediate needs; required to handle multiple tasks simultaneously and prioritize; may experience frequent interruptions; may occasionally deal with distraught or difficult students; potentially exposed to ordinary infectious diseases carried by students; in some positions the necessary and appropriate instructional methods may require specific positions and movements, and sufficient stamina and exertions, to demonstrate techniques properly for student safety, or to conduct or direct students; may teach in a classroom without telephone communication.
<p>TERMS OF EMPLOYMENT</p>	<p>Subject to hiring and acceptable Washington State Patrol fingerprinting/Background check. Familiarity and willingness to adhere to the new Washington State Evaluation System and District adopted instructional framework (UW’s CEL 5-Dimensions).</p>
<p>PROCEDURE:</p>	<ul style="list-style-type: none"> • Application Online at www.orondo.wednet.edu • Click on Site Shortcuts and then select “Current Job Openings” • All applications must be submitted via email, mail or brought in to the district office. For questions regarding this position please contact tvargas@orondo.wednet.edu <p>Certificated Substitute: \$175 for a full day, \$90 for a half day This position does not qualify for medical, dental, vision or retirement benefits.</p>

- Note: Employment contingent upon successful clearance of a Washington State Patrol and FBI fingerprint criminal history background check.
- Orondo School District is an Equal Opportunity Employer

Immigration Reform and Control Act Requirement: The recommended applicant, if not a current regular employee, will be required to complete an INS I-9 form and must provide proof of employment eligibility.

Disclosure Statement and Record Check: Pursuant to Chapter 486, Washington Laws of 1987, the recommended applicant, if not a current regular employee, will be required to complete a disclosure form indicating whether he or she has been convicted of crimes against persons listed in the law. In addition, a background check, based on fingerprints, will be requested from the Washington State Patrol & FBI. Employment is conditional based upon completion of the record check.

Job Sharing: Applications will be accepted from individuals wishing to share a job with another individual.

The Orondo School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance may be directed to the district's Title IX/RW 28A.640 Officer, Civil Rights Coordinator, and 504/ADA Coordinator Stephanie Andler, Orondo School District, 100 Orondo School Road, Orondo, WA 98843. (509) 784-2443.

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