



Rabun Gap-Nacoochee School is currently searching for confident and experienced substitute teachers who are friendly and competent professionals looking for a meaningful way to impact and interact with children.

To excel in this role, you should have knowledge of effective teaching practices that ensure learning is a comfortable and meaningful experience. Work experience with children ages 4-14 is preferred. This is a rolling position and substitute teachers are hired based on the availability of openings.

Substitute Teacher Responsibilities:

- Oversee students inside and outside of the classroom including in the hallways, playground, and dining hall.
- Provides classroom instruction to students as outlined in lesson plans.
- Creates a classroom that is conducive to learning and appropriate to the maturity and interests of students.
- Maintain a safe and orderly environment.
- Maintain established routine of the school and classroom procedures in which assigned.
- Maintain a professional appearance as an example to students.
- Remain at school the entire school day, unless otherwise instructed to leave by Division Head.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Maintain reasonable rules of conduct which encourage self-discipline and responsibility.
- Meet and instruct assigned classes in the locations and times designated.
- Complete other duties as assigned.

Substitute Teacher Requirements:

- High school diploma; Bachelor's degree preferred.
- Enjoy working with children.
- Detail oriented and able to follow written and verbal instructions.
- Excellent communication and interpersonal skills.

Please email Elaine Tyler at etyler@rabungap.org with a resume.