



## **Substitute Teacher: All Grades**

**Job Description:** Substitute teachers at Seacoast Christian School are vital to success throughout the school year. Substitute teachers are expected to embody the mission and vision of the school in a way that promotes both joy and success in learning. Substitutes are expected to follow any lesson plans provided by the teacher or by the office administrator. All substitute teachers are expected to read, understand, and abide by the school's statement of faith while employed by Seacoast Christian School.

### **Duties and Responsibilities:**

- Be present at school for scheduled substitution hours (hours may vary based on need)
- Utilize provided curriculum/lesson plans to ensure academic success in the classroom
- Utilize age-appropriate expectations within the classroom to ensure positive learning for all students
- Maintain open and respectful communication with all co-workers
- Report to the Office Administrator upon arrival for guidelines for the day
- Report directly to the School Principal as needed for questions/concerns/student disciplinary discussions
- Additional duties may include: morning/afternoon duty for pickup/drop-off ; lunch duty ; recess duty
- Review and follow all expectations as outlined in the Teacher/Staff Handbook