



Shore Christian Academy

Job Title:	Substitute Teacher	
Level/Salary Range:	\$90/Day	
Position Type:	As Needed	
Applications available by calling, email or from our website: <a href="http://www.shorechristianacademy.org">www.shorechristianacademy.org</a>		
<b>APPLICATIONS ACCEPTED BY:</b>  <b>FAX OR EMAIL:</b> 757-442-3998 or <a href="mailto:shorechristianacademy@verizon.net">shorechristianacademy@verizon.net</a> Subject Line: Employment Application	<b>MAIL:</b>  Shore Christian Academy 11624 Occohannock Road Exmore, VA 23350	
<b>Job Description</b>		
<p><b>DUTIES AND RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>• Follow lesson plans provided by the regular Teacher to create a cohesive and consistent learning experience for students</li> <li>• Manage the classroom effectively to encourage student participation, minimize distractions and maintain a positive learning environment</li> <li>• Adapt teaching methods to fit the needs of each individual student</li> <li>• Supervise students in and out of the classroom, including in the halls, on the playground and in the cafeteria</li> <li>• Perform other duties as assigned.</li> </ul> <p><b>KNOWLEDGE OF</b></p> <ul style="list-style-type: none"> <li>• Classroom management</li> <li>• Interpersonal skills using tact, patience, and courtesy.</li> </ul> <p><b>ABILITY TO</b></p> <ul style="list-style-type: none"> <li>• Have a positive attitude to build relationships with students quickly, allowing them to establish respect in the classroom.</li> <li>• Manage classroom behavior and enforce compliance with classroom policies</li> <li>• Be adaptable and flexible enough to teach subjects and grade levels that they aren't experienced with.</li> <li>• Be resourceful and know how to access relevant materials and learn from the students about where they are in the curriculum.</li> <li>• Be strong public speakers who can lead a lesson and improvise instruction plans.</li> <li>• Meet schedules and timelines.</li> </ul> <p><b>PHYSICAL DEMANDS</b></p> <ul style="list-style-type: none"> <li>• Work is performed while standing, sitting, walking, and climbing stairs.</li> <li>• Requires the ability to communicate effectively using speech, vision, and hearing.</li> <li>• Requires the ability to lift, carry, push, or pull light weights, up to 50 pounds.</li> </ul>		