

CAPISTRANO UNIFIED SCHOOL DISTRICT
San Juan Capistrano, California

SUBSTITUTE TEACHER

DEFINITION

Under direction, provides large and small group instruction in all subjects during the regular teacher's absence; develops classroom lesson plans or follows lesson plans provided by teacher to maintain continuity in learning; maintains standard pupil behavior and provides an orderly learning environment; may be asked to grade papers, correct assignments and check homework depending upon the length of the assignment; performs other related duties as assigned, including playground supervision, passing duty, other additional classroom support as assigned by the school principal.

QUALIFICATIONS

Knowledge of:

Principles, theories, methods, techniques, and strategies pertaining to teaching and instruction of school aged students; growth and development and behavior characteristics of adolescents; educational standards and instructional goals and objectives, effective classroom management techniques, including positive reinforcement and conflict resolution strategies; diverse student backgrounds and needs.

Ability to:

Provide large and small group instruction in all subjects during the regular teacher's absence; provide structure and continuity of learning; supervise students in instructional and non-instructional settings; comply with the District's customer service standards, as outlined in Board Policy.

Education:

Possession of a Bachelors or higher degree; emphasis in elementary or secondary education, special education or closely related field.

Certification Requirement

Possession of a valid non-emergency California teaching credential authorizing service at the elementary or secondary level; or valid emergency 30-Day Substitute Teaching Permit based on a baccalaureate degree and CBEST (California Basic Educational Skills Test).

Candidates that need to apply for the 30-day Emergency Substitute Permit should contact the OCDE, Credential Department, at (714) 966-4000 to request a Substitute Permit Application Packet and/or the CBEST application information.

HOW TO APPLY

Employment applications are accepted through on-line submission. To apply, visit the Capistrano Unified School District website at www.cusdjobs.org.

Salary: Daily Rate Pay:	\$45.00	Half day – Elementary Level
	\$90.00	Full day – Elementary and Secondary Level
	\$100.00	Over 10 day assignment