

## Job Description

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### Job Details

**Job Title** SUBSTITUTE TEACHER

**Job ID** 1004286

**Location** Central Services Building

**Full/Part Time** Part-Time

**Regular/Temporary** Regular

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### Job Summary

A Milwaukee Public Schools (MPS) substitute teacher provides an instructional program for students which is appropriate to their educational needs and developmental level. The educational program is offered in an equitable, multi-cultural setting and teaches all children to think deeply, critically and creatively. The teacher supports the MPS strategic plan.

- Maintains a broad knowledge of all facets related to the teaching assignment as related to the subject and grade level of the students.
- Uses research-proven practices to improve student achievement.
- Implements Board policies as necessary to improve the educational environment.
- Plans and organizes material for instruction and presents and reinforces lessons as appropriate.
- Addresses different learning modalities, including auditory, visual and kinesthetic.
- Uses appropriate classroom management strategies and relates well to the student population.
- Performs other duties as assigned.

### Who May Apply

Applications for the following position are being accepted by the Office of Human Capital.

**A current resume and three (3) signed letters of recommendation less than one (1) year old must be attached to the completed application (if you are unable to electronically attach these documents, you must notify human resources that you are sending hard copies which must be received on or before the deadline date listed above).** Appointment is subject to a criminal background check, drug/alcohol test and credential verification. Non MPS employees must submit official transcripts confirming bachelor's degrees.

### Qualifications

Applicants must have a bachelor's degree from an accredited college or university. Additionally, applicants, once hired, must be able to obtain the Short Term Substitute Permit (T910) from the Wisconsin Department of Public Instruction.

### Pay, Benefits, & Work Schedule

Substitute teacher pay is \$158.00 per day

### Equal Employment Opportunity

The Milwaukee Public Schools does not discriminate in its programs, activities, facilities, employment, or educational opportunities on the basis of a person's sex, race, age, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or disability.

In accordance with Wisconsin Statutes, every applicant for a position with Milwaukee Public Schools will be subject to the open records law. Any applicant not wishing to have his/her identity released, must submit a written statement to that effect to the Department of Human Capital. The identities of all "final candidates" may be released. Milwaukee Public Schools reserves the right to interview the best qualified candidates.

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