



## **SUBSTITUTE TEACHER**

### **Multiple Positions Available**

Columbus Classical Academy seeks to add to its pool of qualified substitute teachers for the 2024-2025 school year. This position would report to the principal. Substitutes provide face-to-face instruction with students and ensure continuity of appropriate learning during the absence of the lead teacher. Substitute teachers perform related duties in lieu of the absent educator. Substitutes must be adaptable to changing school needs and able to create and maintain a climate that promotes the mission and virtues of Columbus Classical Academy. This position is on-call and is assigned based on operational needs.

### **The responsibilities of this role include, but are not limited to, the following:**

- Substitute teachers work on an on-call, as needed basis
- Reports in person to the school building to provide face-to-face instruction to students as outlined in lesson plans provided by the absent teacher.
- Creates a classroom environment that is safe, orderly, conducive to learning, and consistent with the mission and virtues of the school
- Maintains established procedures of the school and classroom

### **Qualified candidates will meet the following requirements:**

- High School diploma or equivalent required, Bachelor's degree preferred
- Experience working with children required
- Ability to work on-call or as needed
- Excellent written and oral communication skills.
- Experience with and conviction for the values of a classical, liberal arts education and the ability to hold students accountable to a high standard of conduct.

Strong candidates will support the school's mission and embody the school's organizational values. We value

- the tenets of classical, liberal arts education;
- community and partnership in the common pursuit of forming intelligent, virtuous citizens;
- excellence in teaching and learning;
- the virtues we aim to teach our students: fortitude, prudence, justice, temperance, faith, hope, and charity.

### **Application Process**

Interested candidates must attach a letter of introduction, a C.V. or resume, and three character references in a single email to Mrs. Sarah Spaulding, Principal: [sspaulding@columbusclassical.org](mailto:sspaulding@columbusclassical.org)

Columbus Classical Academy does not unlawfully discriminate in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the basis of race, color, biological sex, age, national origin (ancestry), disability, military status, or for any other unlawful discriminatory reason.