

New Hope Christian School

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We are therefore Christ's ambassadors, as though God were making His appeal through us. We implore you on Christ's behalf: Be reconciled to God. II Corinthians 5:20

On-Call Substitute Teacher

Elementary & Secondary

A substitute teacher is a valuable part of the New Hope teaching team. He or she offers emergency support for classrooms, fills long-term absences, or helps cover a class during a transition period. He or she may be called to fill-in the morning of the school day. Substitute teachers will track attendance, administer quizzes and tests, explain assignments, collect homework, and teach lessons according to lesson plans left by the teacher. We are looking for substitute teachers to foster and facilitate the intellectual, social, and spiritual development of the children.

Responsibilities:

- Oversee the normal classroom rhythms and activities
- Provide in-class instruction based on the available lesson plan to achieve lesson goals
- Manage classroom behavior
- Create reports to inform the students' teacher of their success
- Ensure the classroom and work stations are kept clean and orderly
- Create a positive, structured, and safe learning environment for students
- Supervise students in and out of the classroom
- Keep accurate attendance and grade records for each student
- Cooperate with administration, staff, and parents
- Follow and comply with teaching standards and safety regulations
- Model competence, personal responsibility, and respect for others in every aspect of the job

Requirements:

- Teaching experience through a church, school, or homeschooling
- Creative teaching abilities
- Teaching and organization skills
- Patience and flexibility
- Strong communication skills
- Ability to lead and instruct students of all ages (may specify preferred ages on application)
- General knowledge of several subjects
- Ability to maintain confidentiality of student matters

Minimum qualifications:

- High school diploma and demonstrated teaching experience

Compensation: Hourly

- Varies depending on years of experience and degrees or certifications

Ambassadors for Christ Prepared for Kingdom Living

Accredited with Cognia/Member of Association of Christian Schools, Int'l, and Oregon Christian Education Coalition