



St. Timothy Christian Academy is school for students with learning differences, located on the Prestonwood campus.

Please contact Lisa McNair

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972-820-5460

Position: Substitute Teacher

Classification: Part-time

Reports to: St. Timothy Christian Academy Head of School

Employee Profile:

Spiritually, the employee shall possess characteristics that reflect:

- Acceptance without reservation of the STCA doctrinal beliefs
- A strong clear Christian testimony
- A mature, godly spirit
- A person of faith and prayer

Personally, the employee's life shall reflect:

- A lifestyle of biblical integrity
- A spirit of dedication, commitment, flexibility, and responsiveness
- The ability to listen and respond to counsel

Duties and Responsibilities:

- Follow lesson plans provided by the teacher which detail assignments
- Help with classroom organization and clean up
- Supervise class during assemblies, weekly chapels and library times and as needed
- Assume teacher's assignments as instructed; such as early care duty, car pool duty or lunch room duty
- Professional attitude with regards to students and administration
- Maintain professionalism in regards to making any personal phone calls or taking care of personal business during time scheduled to be with your class

Qualifications:

- College Degree
- **Experience working with students with a wide variety of learning differences**

Physical and Mental Requirements and Work Environment Conditions:

- Talking – expressing ideas by means of the spoken word to convey instructions to students/parents and co- workers accurately, loudly, or quickly
- Hearing – ability to perceive sounds at normal speaking levels with or without correction and to receive detailed information through oral communication
- Standing and walking for sustained periods of time – moving about on foot for monitoring students in the classroom
- Stooping, crouching, and kneeling – ability to assist small children with various needs
- Climbing, reaching, pushing, pulling and lifting
- Repetitive motion of the wrists, hands and fingers
- Close visual acuity required for viewing a computer monitor, preparing and analyzing data and figures
- Environment is primarily indoors in a classroom environment, but might include outside activities

Schedule:

On-call as needed throughout the school year