



## Job Posting: Substitute Teacher

**Soundview** is a small independent school for Early Childhood through Grade 8 students. We offer the International Baccalaureate (IB) Primary Years and Middle Years programs in multi-age classrooms. The curriculum is inquiry-based, transdisciplinary, and planned collaboratively by the teaching team and IB Coordinator.

We are currently seeking substitute teachers for all grade levels from Early Childhood through 8th Grade, and for all subject areas.

### Basic Duties:

- Manage classroom and provide instruction according to plans prepared by the classroom teacher
- Provide a safe classroom environment that promotes active learning
- Supervise daily routine, including distributing and collecting supplies, keeping attendance records, duties, etc.
- Work with students to help reinforce learning objectives
- Adhere to all Soundview policies and procedures
- Use appropriate judgment to act in the best interest of students at all times

### Qualifications:

- BA or BS from an accredited college or university.
- Teaching certificate and/or teaching experience required.
- Excellent written and verbal communication skills.
- Knowledge of a variety of teaching strategies.
- Familiar with diverse learning styles.

### Compensation:

- Hourly rate commensurate with experience, qualifications, and benchmarked with peer schools.
- Small school environment.

### Application Process:

Submit a resume, cover letter describing your experience, and a list of three professional references with contact information to [employment@soundview.org](mailto:employment@soundview.org). A 20-30 minute teaching video is requested.

*Soundview School does not discriminate on the basis of race, ethnicity, gender, religious affiliation, sexual orientation, gender identity and expression, or any other status protected by the law.*