

Building Substitute Job Description 4.30.13

Discovery Charter School

Job Title: Building Substitute

Reports to: School Director, Discovery Charter School

Salary & Benefits: Competitive salary based on experience, with comprehensive benefits package-including membership in the New York State Teachers Retirement System

Summary: Support the classroom program while displaying a passion for raising student achievement, a belief in every student's capacity for learning, leadership, and critical thinking, and the ability to form strong relationships with students, their families and other staff members.

Job Duties:

1. Implement the classroom instructional and management plan while the teacher is absent (including special subjects)
2. Plan and deliver effective lessons as classroom support (when no staff are absent)
3. Build a community of learning school-wide
4. Foster character, social-emotional competency and physical development
5. Engage families and the community in the life of the school
6. Promote adventure while supporting the school's mission and vision
7. Perform other instructional duties, as deemed appropriate by the Director

Knowledge, Skills and Abilities:

1. Flexibility
2. Excellent oral and written communication skills
3. Ability to work with diverse children, including those with special needs
4. Ability to work well with parents
5. Ability to work effectively as a team member
6. Willingness to be held accountable for student progress

Minimum Qualifications:

1. Current valid New York State Teaching Certificate at the elementary level (Dual certification preferred)
2. Masters Degree in education related field
3. Prior experience with high need students in an urban setting preferred
4. Prior experience with Expeditionary Learning and or project/inquiry based instruction prioritized
5. Able to work long school day and year (i.e. approximately 8 hour school day for 210 days)

Nondiscrimination Policy Statement

The Discovery Charter School values equality of opportunity, human dignity, and racial/ethnic and cultural diversity. Accordingly, The Discovery Charter School prohibits and will not engage in discrimination or harassment on the basis of race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, disability or status as a disabled veteran. This policy applies to service delivery, employment and access to The Discovery Charter School programs and activities. This is a commitment made by The Discovery Charter School and is in accordance with federal, state, and/or local laws and regulations.