

District Substitute Teacher SY21-22

Baltimore City Public Schools

200 E. North Avenue
Baltimore , MD 21202

Support Staff - Position - Substitute Teacher

Job Number 8600013837

Start Date

Open Date

Closing Date

Job Summary

The District Substitute position is a full-time position that requires a commitment to substitute every school day of the 2021-22 SY to facilitate student learning in the absence of the teacher for short and/or long-time periods. This position requires providing coverage at multiple school locations, so substitutes would need to be available from the earliest start time in the morning to the latest end time in the afternoon. Substitutes must also be able and willing to travel to any school location in the district. This full-time substitute position is eligible for health insurance with

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multiple medical benefit plan options from CareFirst or Kaiser Permanente, dental and vision insurance.

Essential Functions

- Provides effective classroom/student management, clear instruction and implements lesson plans provided. May be required to develop lesson plans and assess student achievement in long term assignments.
- Utilizes a variety of instructional materials and available multimedia and computer technology to enhance learning.
- Collaborates with other professionals to implement instruction and related activities.
- Ensures the classroom and/or instructional environment is healthy, safe, and conducive to learning.
- Maintains accurate records and submits timely reports.
- Enforces City Schools' regulations and policies concerning student conduct and discipline. Monitors student

behavior in non-instructional areas as assigned or required and intervenes to control and modify disruptive behavior as appropriate.

- Reports all accidents, injuries, illnesses, and discipline problems to the appropriate authority.
- Travels with students on field trips as needed.
- Moves students by wheelchairs and other mechanical devices as required.
- Performs and promotes all activities in compliance with equal employment and non-discrimination policies; follows federal laws, state laws, school board policies and the professional standards.

Desired Qualifications

- A minimum of 30 college credits.
- Positions in special education require a Bachelor's degree in special education or a related service field; or a Bachelor's degree in any content area with the successful completion of the City Schools Special Education Summer Institute.

- Experience working with children in a group or classroom setting preferred.
- Familiarity with special education terms and laws.
- Knowledge of child growth and development.
- Knowledge of working with children with special needs and/or developmental needs.
- Knowledge of the principles and practices of teaching.
- Ability to form positive relationships with students, parents, aides and other staff members.
- Ability to accept instruction from the Office of Human Capital and/or site administration staff.
- Ability to work independently or as part of a team.
- Ability to respond appropriately to children's developmental levels, to support each child's self-respect, to establish clear limits for behavior and provide consistency in the student's instruction.

**Full time or
Part time
Additional**

Full time

Details

Qualified candidates for the above

position must submit the following:

- On-line application or resume that clearly demonstrates the above minimum qualifications. It is important that you include all experiences and education related to the position to which you are applying.
- Official transcripts from all colleges attended

Applicants who fail to submit the required documents during the application process will be rated not eligible for the above position.

Notice of Nondiscrimination

Baltimore City Public Schools does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age in its employment, programs and activities and provides equal access

activities and provides equal access to the Boy Scouts of America and other designated youth groups. For inquiries regarding the nondiscrimination policies, please contact Equal Opportunity Manager, Title IX Coordinator Equal Employment Opportunity and Title IX Compliance Office 200 E. North Avenue, Room 208 Baltimore, MD 21202; 410-396-8542 (phone); 410-396-2955 (fax).

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