



The Arbor Learning Community Part-Time Substitute Teacher

The Arbor Learning Community is a non-profit secular organization specializing in customizable educational learning opportunities for primarily homeschooled elementary, middle, and high school students. We are looking for a Part-Time Substitute Teacher to work on an as-needed basis. Classes are Mondays-Thursdays and are held in person.

Hourly Rate: \$24/hour

Hours: Irregular hours as needed; must be available on short notice from 8:45 am-2:00 pm Mondays-Thursdays.

Job Requirements:

- 1 or more years of experience teaching in a classroom setting
- Passion for working with children and teenagers
- California Teaching Credential preferred, but not required
- Enthusiasm for educational options for homeschooled, inquisitive, and gifted students
- Ability to interact with children with compassion and courtesy
- Exceptional people skills, including verbal and written communication skills
- Fingerprinting required

Job Duties:

- Teach classes on an as-needed basis on Mondays-Thursdays between 8:45am-2:00pm; lesson plans will be provided
- Set up before and clean up after class as needed, which may include moving tables and chairs
- Provide a detailed class summary to class teacher and/or office after each class
- Walk up and down stairs several times per day; occasionally lift and move materials up to 25 pounds
- Other duties as assigned

To perform the Part-Time Substitute Teacher job successfully, an individual must be able to perform all essential job duties satisfactorily. These requirements are representative, but not all-inclusive, of the knowledge, skill, and ability required of a Part-Time Substitute Teacher.

The Arbor is an equal employment opportunity employer and will consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability.