



Board of Education of the City of St. Louis
CAREER OPPORTUNITY

Position Title:	Resident Substitute Teacher
Payroll/Personnel Type:	10 Month
Reports to:	Principal

Position Summary:

The Resident Substitute Teacher is a position created exclusively for persons accepted into the St. Louis Teacher Residency and placed within St. Louis Public Schools as residents for one residency year. After successful completion of their residency year, residents are placed as certified teachers within St. Louis Public Schools.

The Resident Substitute Teacher (resident) functions in a dual capacity, serving schools as building substitutes (see formal job description for this role) and as residents through the St. Louis Teacher Residency. For dedicated components of their assigned work days, residents complete all job functions of a building substitute, and for dedicated components of their assigned work days, residents work collaboratively with an assigned teacher mentor to develop the resident's effectiveness as a teacher-in-training. Residents contribute to the overall functioning of the school while developing the skillset to serve as a full-time, certified teacher the following year.

Essential Functions:

- Collaborates with building leadership, other building staff, and mentor teacher in order to contribute positively to the school environment and to develop as a teacher-in-training
- Contributes to overall academic and cultural flourishing of students in mentor teacher's classroom to which assigned, supporting mentor teacher as needed and as appropriate
- Actively seeks out and responds to feedback to improve own practice and intentionally applies learning from St. Louis Teacher Residency in practice within mentor teacher's classroom
- Completes learning activities and development designed and delivered by the St. Louis Teacher Residency
- Completes all functions contained within the Building Substitute Job Description, including but not limited to serving as a substitute for any instructional staff member, support building-wide operations, and completing any other duties as assigned by principal
- Performs other tasks as assigned

Knowledge, Skills, and Abilities:

- Actively asks for and acts on feedback in order to develop skillset to be a highly-effective teacher
- Acts in a way consistent with cultural responsiveness and with a commitment to equity
- Possesses knowledge of district policies and mandates related to parent involvement, discipline and student achievement
- Possesses willingness to interact on a personal level with parents
- Demonstrates organizational skills related to all Essential Functions listed above
- Demonstrates patience and compassion with students, staff and parents in a variety of settings
- Develops trusting relationships with parents, teachers and students
- Works effectively on a team and with parents
- Works collaboratively with peers and others



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- Possesses knowledge of various cultures' values, behaviors, beliefs and traditions
- Possesses strong and effective written and oral communication and presentation skills with all constituencies
- Passionate about improving public, urban education and driven to make a difference
- Demonstrates initiative and problem-solving capabilities

Experience:

- Experience working with culturally, diverse parents and families in a setting similar to St. Louis Public Schools (preferred)
- Experience working with students or children in an academic or socio-emotional services capacity (preferred)

Education:

- Bachelor’s Degree (required)
- Acceptance into the St. Louis Teacher Residency (required)

Physical Requirements:

- Must be physically able to operate a motor vehicle
- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Light Work usually requires walking or standing to a significant degree

Working Conditions and Environment:

- Work is routinely performed in a typical interior/office environment
- Very limited or no exposure to physical risk

Disclaimer:

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Review/Approvals:

_____	_____	_____	_____
Employee	Date	Immediate Supervisor	Date

_____	_____
Human Resources	Date



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In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.