

JOB TITLE: Classroom Substitute

- PAY RATE:** \$16.48 per hour
- LOCATION(S):** All – Friendship, Wellsville, Cuba, and Bolivar
- WORK YEAR:** 12 months
- WORK HOURS:** Generally, 8:00am to 3:30pm Monday through Friday with some variations in hours for program needs, including occasional evenings and weekends.
- JOB SUMMARY:** Fills in for regularly scheduled program staff on a subject to call and pre-scheduled basis. Assists the Classroom Teacher with maintaining a healthy and safe early childhood learning environment in the classroom and on the bus.

Characteristics of an Effective Classroom Substitute:

The successful candidate will be caring and nurturing and enjoy working with young children. They will be adaptable, willing to ask questions, and open to feedback. Substitutes must be able to work at least three days per week, 7 hours per day ranging from early morning to late afternoon, and must be able to travel to all locations.

Job Description: Promotes the healthy growth and development of each child by supporting the teacher and assistant in implementing learning experiences; utilizing expected behavior management practices; ensuring timely and well planned transitions; and supporting the teacher in other areas as assigned.

Maintains a clean, safe, and well-organized learning environment by preparing materials, equipment and physical space for the daily plan.

Maximizes safe program transportation by assuring that each passenger wears a seat belt or is fastened properly; orienting children and parents on seat belt use, bus drill procedures, safe boarding and disembarking, and traffic awareness practices (if applicable).

JOIN OUR TEAM!

-BE A PART OF OUR STORY-



Qualification Requirements:

High school diploma or equivalent and 6 months experience with young children.

ACCORD BENEFITS:

- This position is subject to call with opportunities for professional development and advancement.

Everyone is welcome! We make a difference in our community.

SUBMIT COVER LETTER, RESUME, & ACCORD APPLICATION TO:

MAIL: TRINA LAFLEUR, HR DIRECTOR
ACCORD CORPORATION
P.O. BOX 573 | 84 SCHUYLER STREET
BELMONT, NY 14813
EMAIL: tlafleur@accordcorp.org
FAX: 585-268-7607

Everyone is welcome here. We make a difference in our Community. We are actively seeking diverse candidates to join the ACCORD team and encourage applications from candidates of color. ACCORD is an equal opportunity employer. All applicants will be considered for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, veteran, or disability status.