**Job Title:**Substitute

**Reports To:**School Principal or Designee

**FLSA Status:**Hourly non-exempt

**Job Summary**: Creates and maintains a classroom atmosphere conducive to learning. Provides positive educational experiences for all students; ensures the overall success of the school community within the framework of Board policies and state regulations by performing the following duties. The employee’s primary duty will be the performances of work requiring advanced knowledge, which is predominantly intellectual in character and which includes work requiring the consistent exercise of discretion and judgment.

**Essential Functions:**

* Incorporate all Waldorf expectations in their daily rhythm.
* Follow lesson plans provided by the regular Teacher to create a cohesive and consistent learning experience for students
* Adhere to the Alliance of Public Waldorf seven core principles.
* Teach efficiently, using the books and materials required, following the prescribed units of study, and employing approved methods.
* Treat pupils kindly, and humanely, administering discipline in accordance with regulations of the state board and the Seaside School Consortium Board, provided that in no case shall cruel and inhuman punishment, including corporal punishment be administered to any child attending the charter school.
* Comply with the Florida Standards, FSA and FCAT 2.0 Specifications.
* Comply with federal, state, and local laws and regulations, and cooperate with state, district, and local school officials in the enforcement of school laws and of state and district board regulations.
* Conform to all rules and regulations that may be prescribed by the state board and by the Seaside School Consortium Board.
* Comply with all safety regulations and participate in fire and emergency drills as may be prescribed by law, by regulations of the state board and of Seaside School Consortium.

**Knowledge, Skills & Abilities**

* Knowledge of subject content.
* Strong oral, written, and interpersonal communication skills.
* Strong time management skills.
* Strong organizational skills.
* Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.
* Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
* To perform this job successfully, an individual should have knowledge of Development software and Word Processing software.
* Ability to manage students.

**Minimum Qualifications:**

* Require an Associate of Arts (A.A.) or Associate of Science (A.S.) degree

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee with or without reasonable accommodation, to successfully perform the essential functions of this job.

Employees are regularly required to communicate verbally and in writing. Standing and sitting for significant periods is also required. Walking and reaching is required. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Work Environment:**

Most work is performed indoors, with occasional outdoor work required. The noise level in the work environment is usually moderate.