



374 4TH AVENUE • ORIENT, WA 99160 •
P.O. Box 1419 (509) 684-6873 • FACSIMILE (509) 684-3469
WWW.ORIENTSD.ORG

POSITION OPENING

TITLE: K – 8 Substitute Teacher – All levels and Content areas

QUALIFICATIONS:

Washington State teaching certificate with appropriate endorsements/s as required by law and regulation or Substitute Certificate.

DUTIES:

The Substitute Teacher performs under the supervision of a principal or other designated supervisor, and has the responsibility to continue the instructional program according to the directions left by the absent teacher. The Substitute Teacher functions in accordance with established policies, rules and regulation and the performance standards of the Orient School District.

TERMS OF EMPLOYMENT:

Substitute Teacher: On-call position only. Not benefit eligible.
Certificated Substitutes are paid \$94.57 a day or a proportionate amount of a day's pay according to how many hours that he/she worked. Payroll is processed once a month and paid on the last day of the month. Payroll is one month behind. For example, if you work in October, you will be paid in November for that time worked in October.

APPLICATION PROCESS:

1. Resume
2. Letter of Interest
3. Completed Orient School District Certificated Application Form
4. Copy of your Washington State Teaching Certificate(s) or Professional Permit(s). If your WA State teaching certificate is in the application process or your permit is pending, you can still be considered for Positions

Certified employee application available at: **orientsd.org** and at the district office- 374 4th Ave, Orient, WA. Submit to: **Sherry Cowbrough, Principal**

sherry.cowbrough@orientsd.org

509-684-6873

The Orient School District is an equal opportunity employer.

The Orient School District complies with all state and federal rules and regulations and does not discriminate on the basis of race, religion, creed, color, national origin, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability. This holds true for all district employment and opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 Officer and/or Section 504 Coordinator.

Immigration Reform and Control Act Requirement: The recommended applicant, if not a current regular employee, will be required to complete an INSI-9 form and must provide proof of employment eligibility.

Disclosure Statement and Background Check: Pursuant to Chapter 159, Washington Laws of 1992, the recommended applicant, if not a current regular employee, will be required to complete a disclosure form indicating whether he/she has been convicted of crimes against persons listed in the law. In addition, a background check based on fingerprints, will be requested from the Washington State Patrol.