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Substitute Staff

Job Description

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Applications will be accepted beginning **Friday, October 1, 2021 12:00 AM** (Central Standard Time)

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Consider applying to be a Substitute with the Sioux Falls School District, Substituting allows for a very flexible work schedule, as many current substitute staff accept assignments that coordinate with their other employment, schooling, or family/community obligations. Once employed, substitutes must work a minimum of 8-days during the school year to remain employed for the following school year. The 8-day requirement will be prorated for those substitutes that start mid-year. View the full substitute staff job description here: [Substitute Staff Job Description](#)

Requirements

Substitute Teacher

- Bachelor's Degree, Associates Degree or 60 post-secondary credits with two (2) years of successful work experience, or HS Diploma or GED and at least five (5) years of successful working experience.
- Completion of an online application, including transcripts (uploaded to application)
- Positive personal/employment references **with email addresses. PLEASE INFORM YOUR REFERENCES THAT THEY WILL RECEIVE AN EMAIL REFERENCE SURVEY. Applications without completed reference surveys will not be considered.**
- The ability to pass a criminal background check.
- Email account and phone number.
- Access to reliable transportation.
- Commitment to comply with the [Substitute Teacher Guidelines and Responsibilities](#)

Substitute Education Assistant

- High School Diploma or GED.
- Previous experience working with students desired, but not required.
- Completion of an online application.
- Positive personal/employment references **with email addresses. PLEASE INFORM YOUR REFERENCES THAT THEY WILL RECEIVE AN EMAIL REFERENCE SURVEY. Applications without completed reference surveys will not be considered.**
- The ability to pass a criminal background check.
- Email account and phone number.
- Access to reliable transportation.

Compensation

Substitute Teacher

A Substitute Teacher workday is considered 8 hours

- Substitute Teachers earn \$125 per day. *Half-days are available and paid at \$62.50 per half-day.*
- Substitute Teachers earn \$140 per day at Lowell, Hawthorne, Garfield, Anne Sullivan, Terry Redlin, Laura B Anderson, Hayward, Cleveland, and Horace Mann - Bridges. *Half-days are available and paid at \$70 per half-day.*
- Long-Term Substitutes, working for the same Classroom Teacher in a position that requires planning for, implementing, and evaluating instruction, grading, parental communication, etc., for 25+ consecutive days, earns \$150 per day. In most cases, the substitute teacher must possess at least a bachelor's degree in education.

Substitute Education Assistant

- Substitute Education Assistants earn \$14.07 per hour.

Screening Process

- Completed online applications will be reviewed for substitute staff employment.
- Successful candidates will be contacted by email if they are approved for substitute employment and provided with a list of instructions for the next steps in the employment process.

Substitute Staff Orientation

- All individuals hired as substitutes will be required to participate in an orientation session at the Instructional Planning Center prior to starting employment.
- Candidates who do not have a teaching certificate must complete the STEDI.org online Subskills training, a 6 hour course covering classroom management, teaching strategies, the professional substitute teacher, special education, and fill-in activities for classrooms within the first two months of employment as a substitute teacher. The District will fund the cost of this online training, and provide a \$50 stipend if the substitute works throughout the 2021-2022 school year and submits a copy of their diploma to Human Resources. Substitutes with a teaching certificate may complete the online training if they choose to do so. Stipend payment follows the Payroll Cutoff Schedule.
- All substitutes are required to complete School Safety Training annually. This training is mandatory and paid.

Applicants that are approved for substituting will receive correspondence through the email address used in their application. Applicants are encouraged to follow-up with Rhonda Iddings, Sub Desk Coordinator, 605-367-7660, or rhonda.iddings@k12.sd.us with any questions.

Relay Services for Deaf or Hard of Hearing: Dial 711, then the desired number.

Primary Location

District Wide

Salary Range

See Above

Shift Type

Substitute

Job Contact Information

Name

Rhonda Iddings

Title

Sub Desk Coordinator / Human Resources

Phone

605-367-7660

Email

rhonda.iddings@k12.sd.us

Sioux Falls School District - Human Resources
201 E 38th Street
Sioux Falls, SD 57105
605-367-7661

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