

Substitute Teacher

Reports to: Director of Education

Position Status: Hourly, None-Exempt

Momentous Institute is a not-for-profit organization with a ninety-year history of serving children and families. Momentous School is an accredited laboratory school educating 248 inner city children from three years of age through fifth grade. The school has a proven track record of excellence, demonstrating that children living in urban and low income settings are capable of remarkable achievements when participating in a true community school.

Founded in 1997, this unique Dallas laboratory school is one where students, ages 3 years old through 5th grade are engaged with a rigorous curriculum, woven with rich experiences on social emotional health — a key predictor for a child's academic achievement and lifelong success.

For more information: <http://momentousinstitute.org/services/momentous-school>

Duties:

- Maintain a classroom environment attending to the social and emotional health of all students with high expectations for rigorous academics

Actions and Responsibilities:

Social and Emotional Development

- Learn our social emotional health model used in our classrooms
- Work with all children in a positive manner
- Collaborate with other teachers and administration as concerns arise

Curriculum

- Teach lessons designed by the classroom teachers

Work schedule:

- Schedule teaching assignments with Operations Administrator and Assistant Principal
- Arrive on scheduled days at 7:30 AM to review substitute plans for the day and meet with grade level partner
- Pick up students in the cafeteria at 7:50 AM
- Follow the teacher's schedule throughout the day and leave a summary of work completed prior to leaving for the day
- Leave at 3:30

Qualifications:

- Bachelor's degree
- State Teacher Certificate preferred

Pay

- \$150.00 per day

Interested:

- Applications are currently being accepted and the position will remain open until filled.
Please send letter of interest and resume to:
Sandra Nobles
Director of Education
snobles@momentousinstitute.org
- Momentous Institute maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute hires, trains, and promotes all qualified employees without discrimination on the basis of race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.
- All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry

Policy Statement

No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute will fully cooperate with authorities if allegations of abuse are made requiring investigation.