



## Job Description

The International School of Arizona seeks qualified candidates for the position of a Guest/Substitute Educator. This position will help with all aspects of the school including teaching and leading classes, lunch and playground supervision, assisting teachers in their classrooms, and conducting classes as a substitute teacher. We are looking for English speakers, Spanish speakers, and/or French speakers. We are looking for those interested in Guest Teaching and Guest Educational Assistant (Teaching Assistant) opportunities.

## Mission

Opening doors to success in a constantly changing world.

**Develop Active Citizens of the World:** *We develop internationally minded citizens of the local and global community who actively make the world a better place.*

**Foster Multilingualism:** *We create supportive environments that allow our students to harness the power of languages to enhance their problem solving abilities, increase communication abilities, and see the world through the eyes and hearts of others.*

**Support & Instill a Desire for Academic Excellence:** *We foster academic excellence with rigorous learning expectations, supported by our national and international accrediting authorities and global education partners.*

**Desired Skills & Qualifications:** Guest Educator/ Substitute Educator duties and responsibilities include:

- Teach prepared lesson plans as provided by the classroom teacher.
- Manage classroom behavior in support of learning.
- Engaging and interacting with students. Supervise and foster a safe and nurturing learning environment.
- Monitoring and observing student behavior according to approved policies and procedures.
- If substituting as a guest educational assistant:
  - Assuring the health and safety of the students by following health and safety practices and Arizona department of health guidelines for child-care licensing.
  - Providing snacks to the students in a clean and orderly fashion.
  - Planning and following teacher plans, preparing, and supervising children's activities
- Other tasks as needed
- Supervision and/or participation in non-academic activities, including lunch, study hall, and recess supervision.



## INTERNATIONAL SCHOOL OF ARIZONA

A strong candidate for the Guest/Substitute Educator position will possess the following skills and qualifications:

- A valid and current Substitute Teacher license (preferred)
- Bachelor's degree or higher, preferably in education (preferred)
- Strong verbal and written communication skills in English, Spanish, and/or French
- General knowledge of several subjects
- Ability to adapt plans to specific classrooms
- Obtain a fingerprint clearance card prior to start date
- TB test, dated within 6 months or obtain one upon hire if working with students in Early School
- First Aid/CPR preferred
- Food Handler Card

Rate of pay is \$80 per half day and \$160 for whole day. Hours are 7:45am-3:30pm.

Please submit your interest by sending your résumé and cover letter to [careers@isaz.org](mailto:careers@isaz.org).