



April 21, 2025

External Posting

**Building Substitute Teacher
Clear Lake Elementary School
2024-25 School Year**

Qualifications:

- Valid Michigan teaching certification preferred. Will consider an experienced candidate with proper permit and ability to demonstrate effective classroom management.

Job Description:

- Reports to the building principal or school secretary upon arrival.
- Maintains as fully as possible the established routines and procedures of the school and classroom to which they are assigned.
- Teaches lesson plan as outlined by the absent teacher.
- Meets and instructs assigned classes in the locations and at the times designated.
- Substitute will be utilized daily as needed by the assigned building administrator in teacher and teacher's aide roles.
- Position is Monday – Friday (school days only).
- Maintain regular and predictable in-person attendance.
- Performs all extra duties for the absent staff member as required by the building principal.

Preference will be given to candidates with teaching experience.

Reports to: Building Principal

Salary/Benefits: \$135/day, selected candidate will be contracted through ESS/willSub and an offer of employment is not a contract for continued employment. There are no benefits associated with the position.

Length of Assignment: ASAP to last day of school – June 6, 2025

Employment will be through ESS/[willSub](#) Contracted Services

**All applicants should apply online via the Oakland Human Resources Consortium:
External Applicants - Create an application/log-in [here](#)**

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