



WESTERVILLE CITY SCHOOLS JOB DESCRIPTION

POSITION: Summer Intervention Substitute Teacher (9-12)

QUALIFICATIONS:

- Ohio Certification/Licensure
- Minimum of three years of work experience in Westerville City Schools (preferred)

RESPONSIBLE TO:

- Director of Secondary Curriculum and Instruction
- Summer Intervention Principal
- Summer Intervention Coordinator

WORK SCHEDULE:

- Schedule is contingent on an as-needed basis
- May 30 - July 16, 2024 Monday - Friday (No School on June 19, June 20, and July 4)
- Staff Hours 7:00 - 12:30 (Student Hours 8:00-12:00)

RATE OF PAY:

- Pay is based on dates/times worked
- Training/Parent Meeting - May 30 and June 2 - \$31.04 per hour
- Instruction/Preparation - June 3 - July 16 - \$44.34 per hour

GENERAL DUTIES:

- Instruct, supervise, and evaluate students in the summer program through the utilization of district-approved resources

SPECIFIC DUTIES:

- Use the district-approved resources as an instructional tool to facilitate course content delivery on a daily basis, while providing targeted, skill-based intervention
- Monitor student progress and analyze data to determine areas of academic deficit for the purpose of initial instruction and reteaching
- Complete teacher comments daily for students on both a progress monitoring log and final summary sheet
- Engage students in course content, and communicate with parents to keep them apprised of their child's academic progress
- Participate in professional development specifically geared for intervention of at-risk students
- Perform other duties as assigned

All staff shall serve as role models for students in how to conduct themselves as citizens and as responsible, intelligent human beings. All staff are expected to comply fully with the Ohio Department of Education Code of Conduct for educators. The employee shall remain free of any alcohol or nonprescribed controlled substance abuse or prescribed controlled substance abuse in the workplace throughout his/her employment in the district.

Westerville City School District is an Equal Opportunity Employer and complies with all State and Federal Regulations regarding employment.