

# **VACANCY NOTICE**

# SUBSTITUTE TEACHER

#### **VACANCY**

Substitute teacher for BHCA. Position will be contracted through Black Hills Christian Academy which has an approximate enrollment of 145 students grades Pre-K-12.

## **DESCRIPTION**

Substitute teachers Duties include the ability to manage a classroom, quickly interpret lesson plans, and teach subjects clearly and effectively in place of the regular classroom teacher. They should enforce school rules and encourage good student behavior in and out of the classroom.

## **QUALIFICATIONS**

Must complete the BHCA employment application.

#### **SELECTION**

BHCA reserves the right to contact former employers and listed references.

### APPLICATION

Applicants must apply through the Black Hills Christian Academy website <a href="https://blackhillschristianacademy.com/our-school/employment">https://blackhillschristianacademy.com/our-school/employment</a>. Application materials are to include on-line application, cover letter, and resume. Send to Lauren Jones, Administrator, at <a href="mailto:ljones@blackhillschristianacademy.com">ljones@blackhillschristianacademy.com</a>.

CLOSING DATE Open until filled