



# Académie Lafayette

Position Title: English Building Substitute  
Reports To: Office Manager

Overview: This position is an on-call, as needed position.

Substitutes will be replacing a teacher in his/her absence at various grade levels at either campus.

Responsibilities:

- Implementing curriculum in accordance with teacher's instructions
- Keeping accurate attendance for the day
- Positive classroom management

Education and Experience:

- Provide DESE substitute certificate (must have at least 60 college credit hours), or valid certificate of license under Missouri law, provisional or professional, or proof of certification from the country of origin. (Please inquire for questions and assistance.)
- All teachers must have a true liking for children, and a concern for their welfare and best interests.
- Provide recent background check or be willing to have background information researched for appropriate background clearance.