



ADVENT SCHOOL, BOCA RATON

Advent School Boca Raton
300 E. Yamato Rd.
Boca Raton, FL, 33431
(561) 395-3631

Position: Substitute Teaching Opportunity

Elementary/Middle Substitute List

Job description:

Job Overview

Advent Lutheran School is seeking enthusiastic and flexible substitute teachers to join our vibrant learning community. We welcome dedicated individuals who are passionate about education and ready to make a positive impact in our classrooms. If you're excited about this opportunity, we look forward to hearing from you!

Substitute Teacher (W9 Vendor)- \$125 per Day/\$75 per Half Day
Part-Time | Flexible Schedule-On Call

Position Overview

Advent Elementary Middle School is seeking caring, dependable, and flexible substitute teachers to join our substitute roster. This role is ideal for individuals who are passionate about Christian education and enjoy working with children in a positive, faith-based learning environment.

Substitute teachers serve on an as-needed basis to provide classroom coverage when a teacher or teacher assistant is absent. This is a flexible, part-time opportunity. Some weeks substitutes may be contacted daily, while other weeks, there may be no assignments available. Scheduling needs vary based on staff absences and school needs.

This position is classified as an independent contractor role and is compensated as a W9 vendor, not as an employee of Advent School.

Responsibilities

- Supervise and support students in a safe, respectful, and Christ-centered learning environment
- Follow lesson plans, schedules, and instructions provided by the classroom teacher or school administration
- Implement age-appropriate instructional activities and classroom management strategies

- Improvise and facilitate appropriate educational activities when emergency absences occur and no substitute lesson plans are available
- Maintain a positive, professional, and flexible attitude throughout the school day
- Arrive on time and prepared for assigned substitute duties
- Support school operations by assisting with duties such as: Morning supervision, Lunch supervision, Afternoon dismissal duties
- Communicate professionally with school staff and administration
- Uphold the mission, values, and expectations of Advent School

Qualifications

- Minimum of a high school diploma required
- Previous experience working with school-aged children required
- Passion for Christian education and working with children
- Ability to read, write, and speak fluent English
- Strong communication and interpersonal skills
- Ability to follow directions and adapt to changing classroom needs
- Positive, punctual, dependable, and flexible
- Ability to maintain confidentiality and professionalism in a school setting

Physical Requirements

- Must be able to remain on their feet for approximately 80% of the workday
- Must be able to move throughout classrooms, hallways, playgrounds, and other campus areas
- Must be able to supervise and interact actively with students throughout the school day
- Must be able to occasionally lift or carry classroom materials and supplies

Additional Requirements

- Must successfully complete all required background screening and clearance requirements prior to serving on campus
- Must comply with all Advent School safety policies and procedures
- Advent School is a drug-free workplace. The use, possession, or influence of illegal drugs or alcohol while on school property or during school-related responsibilities is strictly prohibited.

Disclaimer: As a Christian school, Advent School reserves the right to employ individuals who support and uphold the mission, values, and religious beliefs of its affiliated ministry, as permitted by law.

Must pass Level 2 background screening on a local, state, and federal level

(<https://info.flclearinghouse.com>).

E-verify employer