

Oregon Episcopal School prepares students for higher education and lifelong learning by inspiring intellectual, physical, social, emotional, artistic, and spiritual growth so that they may realize their power for good as citizens of local and world communities.



Among the woodlands, wetlands and wildlife of the hills of Southwest Portland lies the unique educational experience that is Oregon Episcopal School. The school occupies a 59- acre campus where 860 students in Pre-K through 12th Grade share an excellent faculty, a college preparatory curriculum, and a strong sense of community.

JOB TITLE: Middle or Upper School Substitute Spanish Teacher

Oregon Episcopal School seeks an experienced Middle or Upper School substitute Spanish teacher to work on an on-call basis. Qualified applicants will have a strong background in Spanish language and culture, native-level fluency, and teaching experience.

ESSENTIAL DUTIES:

- Report to work as soon as possible after receiving request for substitute teacher.
- Carry out lessons and regular routines according to the regular teacher's plans.
- Provide written notes on the plans the teacher left or keep a separate record of how the lessons went, what problems occurred, what changes may have been made, etc.
- Perform additional daily duties assigned to the classroom teacher.

MINIMUM QUALIFICATIONS:

- BA or equivalent in education or related field
- Native level fluency in Spanish
- English language fluency sufficient to communicate with students, parents, colleagues
- Three years of teaching experience
- Ability to pass criminal background check and drug screen

PREFERRED QUALIFICATIONS:

- MA or equivalent in education or related field
- Teaching credential
- Five years of teaching experience

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of teaching and ability to keep abreast of developments in the field
- Interpersonal skills, ability to interact appropriately with students, parents, and coworkers
- Ability to support the educational mission of OES

PHYSICAL REQUIREMENTS:

- Primarily classroom environment requires ability to see, hear & speak clearly to interact with students, parents, and groups of individuals
- Ability to move about the classroom/school and the OES campus
- Requires lifting up to 20 pounds on an occasional basis

COMPENSATION: \$25 per hour

APPLICATION PROCESS: Please visit the OES website to learn more about the School and its programs: <http://www.oes.edu>. Interested candidates should forward cover letter, resume, and completed application, available here: <http://www.oes.edu/uploaded/contacts/application.pdf> to the attention of World Languages Department Chair Kelola McCrary at mccraryk@oes.edu or Oregon Episcopal School, 6300 SW Nicol Road, Portland, OR 97223. Please note, application must be printed, signed and scanned and sent by email, faxed or mailed. Open until filled. No phone calls please.

Oregon Episcopal School does not discriminate in its hiring or employment practices on the basis of race, color, religion, gender (including gender identity or expression), disability, national or ethnic origin, age, sexual orientation, marital status, genetic information, or other legally protected characteristic or status.