

# Job Title: Substitute Teacher (Educator/Personal Service Contract)

**Agency:** Department of Human Services

**Posting ID:** 10-22033/22034-15332

**Opening Date:** 06/22/22

**Closing Date/Time:** 07/20/2022

**Salary:** Anticipated Salary: \$28.18 - \$65.16 per hour

**Job Type:** Hourly Intermittent

**County:** Morgan

**Number of Vacancies:** 1

**Plan/BU:** Personal Service Contract

## \*\*\*\*A RESUME IS REQUIRED FOR THIS JOB POSTING\*\*\*\*

Please attach a **DETAILED Resume/Curriculum Vitae (CV)**, a copy of your transcripts or diploma for all degrees earned, and a copy of any applicable professional licensures to the **MY DOCUMENTS** section of your application. Please note that the Department of Human Services must verify proof of higher education for any degree earned (if applicable) before any offer can be extended. You **WILL NOT** be considered for the position if you attach a CMS100, CMS100b or any other document in lieu of a Resume or CV.

## Position Overview

Performs highly specialized teaching duties in academic areas; applies standard and special teaching methods and techniques in instructing students who are deaf and hard of hearing, some with secondary disabling conditions. Adapts methods to meet the needs of the type of students encountered; fosters discipline, good study habits and positive self-concepts in the individual students being served. Utilizes sign language to communicate with students on a daily basis. teaches academic subjects including English, Math, Consumer Education, Science, History, Social Hygiene, etc. to students. Prepares daily attendance reports, maintains discipline in classes and between classes.

## Job Responsibilities

1. Performs highly specialized teaching duties in academic areas; applies standard and special teaching methods and techniques in instructing students who are deaf and hard of hearing, some with secondary disabling conditions. Utilizes sign language to communicate with students on a daily basis. teaches academic subjects including English, Math, Consumer Education, Science, History, Social Hygiene, etc. to students. Prepares daily attendance reports, maintains discipline in classes and between classes.
2. Adapts methods to meet the needs of the type of students encountered; fosters discipline, good study habits and positive self-concepts in the individual students being served.

## Minimum Qualifications

1. Bachelor's degree.
2. Illinois State Board of Education substitute License registered through the local Regional Office of Education (ROE) office.
3. Ability to communicate in sign language at the appropriate level.

## Conditions of Employment

1. Requires the ability to meet all agency vaccine/health-related policies and guidance.
2. Requires ability to pass the IDHS background check.
3. Requires ability to pass a drug screen for drugs prohibited from recreational use under Illinois Law.

**Work Hours:** Mon - Fri, 8:05am - 3:00pm

**Work Location:** 125 S Webster Ave Jacksonville, IL 62650-1877

Division of Rehabilitation Services

Il School for the Deaf

**Agency Contact:** Sarah.Raftis@illinois.gov

**Job Family:** Social Services

**About the Agency**

IDHS serves families in need all across Illinois. Our mission is providing equitable access to social services, supports, programs and resources to enhance the lives of all who we serve. We are committed to the core values of Human Dignity, Equity, Community, Urgency, Transparency and Kindness.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com