

On-Call Graduate Student Substitute 2013-2014

Qualifications:

- Must be enrolled full-time (at least 6 units) in a graduate program such as SLAT, EL/L or other program at the College of Education related to applied linguistics or bilingual education.
- Not hold a GAT-ship with more than .25 appointment. In such cases, hire will be at the discretion of the home department
- Experience teaching multilingual classes in all areas of English language skills and at all levels of English proficiency at the post-secondary level or higher educational institutions.
- If less than 5 years of language teaching experience, submit a sample teaching lesson on digital video.
- Non-native English teachers must submit a recent score for at least a 28 on the TOEFL iBT speaking portion or an 8 on the IELTS speaking portion.

Teaching Duties:

- Be available and on call to sub and sub when called upon from 8:00 am to 8:30 pm Monday through Thursday and 8:00 am to 3:00 pm on Friday.
- Respond quickly to fill sub assignments. Frequent refusals of sub assignments or poor performance may jeopardize future assignments.
- Demonstrate cordial, professional interaction with all faculty and staff.
- Complete administrative tasks, including but not limited to recording attendance, collecting homework and assessments, announcements, etc. for the main teacher in a timely manner.
- Report actual hours subbed in UAccess.