



## **Part-Time Position: JPK-5th Grade Substitute Teacher**

We are seeking motivated substitute teachers to help students learn subject matter and skills that will contribute to their academic development in the absence of the regular teacher. Bright is an equal opportunity employer, and we strongly encourage candidates of all backgrounds, genders, and abilities to apply.

### **About Bright School**

The Bright School was founded in 1913 by progressive educator Mary G. Bright and currently enrolls about 350 students from junior preschool age 3yrs. to fifth grade. From junior preschool through the elementary years, our school provides a seamless transition from grade to grade, each year building upon each other to prepare graduates for middle school and beyond. The majority of our graduates continue on to the best middle and high schools in Chattanooga and later to college. Our curriculum and activities are a blend of the hands-on and personalized learning upon which Miss Bright built her school and innovative practices of today that nurture and challenge students.

**Our Mission** The Bright School builds a foundation upon which students become wise and compassionate citizens of the world. Its century of progress fosters the intellectual, artistic, physical, and moral growth of young boys and girls.

### **Essential duties and responsibilities include:**

- Reports to the secretary for check-in upon arrival
- Adheres to the established routines and procedures of the school and classroom to which assigned.
- Teaches lesson plan as outlined by the absent teacher.
- Creates a classroom environment that is warm, supportive, and conducive to learning.
- Takes necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Follows emergency procedures.

### **The ideal candidate will have the following qualifications:**

- Bachelors Degree preferred.
- Previous experience working with children/youth in an academic setting preferred.
- Familiarity with Bright School preferred.

### **Physical Demands/ Work Environment**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- This is a role that requires equal amounts of standing/walking and sitting at a desk for the majority of the school day.

**Required Qualifications:**

- Commitment to the mission of Bright School
- Excellent communication skills, both verbal and written
- Ability to exercise discretion and utmost professionalism in confidential and sensitive student matters
- Upholds our Bright School Operating Principals:
  - We honor our commitments.
  - We invest in and support each other's development.
  - We hold confidences.
  - We treat everyone with respect and kindness.
  - We have fun in our work.

To apply, please send a cover letter and resume to Kendra Reasor, Assistant Head of School for Curriculum and Instruction, at [Kreasor@brightschool.com](mailto:Kreasor@brightschool.com).

Learn more about The Bright School at [www.brightschool.com](http://www.brightschool.com).