

Georgia Department of Education
Job Announcement

Posting Date: July 14, 2008		Apply by: Continuous Recruitment
Announcement: GAB 07/08		
Position Title: Substitute Teacher (Part-Time/Hourly) Position: Multiple	Location: Georgia Academy for the Blind 2895 Vineville Ave. Macon, Ga. 31204	Program/Unit: State Schools/Office of Policy and External Affairs
Description of Duties: Under general supervision, provides comprehensive educational, functional training to students. Plans, organizes, and implements daily school activities which are instruction driven. Prepares instructional materials and maintains order and cleanliness in the learning environment. Assists students with meeting and maintaining individual physical needs. Completes documentation of student progress. Uses observational skills to remain aware of students' needs and activities. May assist with field trips, transportation and other activities. Carries out other duties as assigned by the principal. Abides by Georgia Department of Education rules and regulations, reports violations of rules to immediate supervisor and reports concerns of students' physical and emotional well being to immediate supervisor.		
Minimum Qualifications: High School Diploma or GED and four hours of initial substitute teacher training provided by a local education agency in Georgia and Braille proficiency at the "Intermediate Level".		
Preferred Qualifications: Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the following: <ul style="list-style-type: none">• Bachelor's Degree• Valid or expired professional teaching certificate at level 4 or higher (or letter of eligibility for the same)• Completion of at least one or more years of post-secondary training beyond a high school diploma ranked in order of number of years completed• Proficiency in Braille		
Salary/Benefits: Part-time, hourly position with no benefits. Hourly pay rate is commensurate with education level and employment experience.		
Submit an Georgia Academy for the Blind * or State of Georgia Application to: <p style="text-align: center;">Personnel Office Attn: Pamela Maddox Georgia Academy for the Blind 2895 Vineville Ave. Macon, Ga. 31204 Telephone: 478-751-6083 Fax: 478-751-6659 pamela.maddox@doe.k12.ga.us</p>		
Consideration/interviews will begin as soon as a list of applicants is established. Applications/resumes will be evaluated and only those meeting the qualifications will be considered. Top candidates will be contacted for interviews.		
In accordance with Public Law 99-603, also known as the Immigration Reform and Control Act of 1986, the Department of Education employs only U.S. citizens and lawfully authorized alien workers. All persons hired by the Georgia School for the Deaf are required to verify identity and employment eligibility and will undergo a criminal background investigation.		
*An employment application may be obtained from the Personnel Office of the Georgia Academy for the Blind. Resume/application should include daytime telephone number and prior employment history, salaries, contact information with addresses and telephone numbers. If a resume is submitted, it must be accompanied by a cover letter.		
An Equal Opportunity Employer		