



SIX DIRECTIONS INDIGENOUS SCHOOL

2055 NM-602

Gallup, NM 87301

Phone: 505-863-1900 Fax: 505-863-8826

Position: Substitute Teacher, 2022-23 SY

Date posted: October 13, 2022

Essential Job Responsibilities:

- Provide support and supervision in assigned classes.
- Maintain a positive attitude, ensure the environment is conducive to student learning, and carry out lesson plans and schedules.
- Communicates with the lead teacher and head administrator regarding activities, discipline, and lessons covered.
- Assist with supervision of students outside the building, cafeteria/commons area, restrooms, and hallways.
- Perform other duties as needed.

Application Procedure:

1. Complete an online application, which is available on the school website. Go to employment opportunities, apply here, complete application, and submit.
2. Upon hire, apply for and obtain a substitute teaching license (refer to NMPED licensure bureau for directions) or provide a copy of one's current substitute teaching license or teaching license issued from the New Mexico Public Education Department.
3. Upon hire, provide a copy of one's high school diploma/GED certificate OR transcript from a post-secondary institution showing the degree earned.
4. Documents are to be emailed to Dr. Tamara Allison, Head Administrator, at tamara@sixdirectionsschool.org. For information, feel free to contact her at 505-863-1900, ext. 1602.

NM State Requirements: Substitute teachers shall have attained eighteen (18) years of age for those seeking to perform instructional services in grades K-8, and twenty-one (21) years of age for those seeking to perform instructional services in grades 9-12. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.