



MONTAGUE AREA PUBLIC SCHOOLS

EDUCATION IN THE RIGHT DIRECTION

4882 STANTON BLVD. • MONTAGUE, MI 49437 • TELEPHONE: 231-893-1515 • FAX: 231-894-6586

Internal/External Job Posting

Position: Daily Substitute Teacher – Grades 6-12

Salary: \$120.00 per day

Type: Daily

Terms: 2026-2027 School Year

Posted: October 10, 2026

Closing Date: Until Filled

The District Substitute is guaranteed daily work in accordance with the district calendar. Hours and specific schedules are determined at the time of assignment. Assignments prioritize teacher vacancies, followed by aide roles; if no placement is available, the substitute will serve as a floater supporting students. When assigned across multiple buildings, placements will rotate accordingly. Responsibilities include delivering instruction and supporting student learning in the absence of the regular teacher, working with students in whole-class, small-group, and one-on-one settings. The role requires flexibility to serve in general education, at-risk, and special education classrooms.

Education / Qualification Requirements:

- Completion of 60 semester hours of satisfactory credit from an accredited college or university
- Must hold valid Michigan teaching certification or be eligible to obtain a State of Michigan Substitute Teacher Permit
- Previous successful experience working with children at the appropriate grade level

Responsibilities:

- Report to the school office upon arrival and check out at the end of the day
- Follow assigned schedules and deliver instruction in the absence of the regular teacher
- Implement lesson plans and maintain accurate records, including grading and documentation
- Establish and maintain a safe, orderly, and positive learning environment
- Enforce school rules and uphold confidentiality of student information
- Provide instruction and support to students in whole-class, small-group, and one-on-one settings
- Supervise students throughout the day, including during non-instructional times
- Assist in other classrooms as needed during prep periods or breaks
- Support eligible students, including providing personal care when required, in the absence of an aide
- Collaborate professionally with staff, students, and families
- Follow all school policies and procedures, including emergency protocols
- Maintain regular attendance and remain on-site for the full school day unless otherwise directed
- Perform additional duties as assigned

Applicants:

Interested candidates should send a letter of interest, resume letters of reference, transcripts, and copy of valid Michigan certificate to:

Krista Hams, Human Resources Coordinator at humanresources@mapsk12.org