

JOB TITLE: Full Time Substitute

TYPE: Non-Certified

DATE AVAILABLE: Immediately

QUALIFICATIONS: Pass the Required Expanded Criminal History Check and Expanded CPS Check

PRIMARY FUNCTION: To cover vacancies as needed

DUTIES & RESPONSIBILITIES:

- Cover vacancies as assigned by the building principals
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities
- Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulations
- Strives to maintain and improve professional competence by completing required training hours and courses

SALARY/BENEFITS:

- Starting at \$13.00 per hour, 29 hours per week
- Paid Sick and Personal Days
- Enrollment in The Public Employees Retirement Fund (PERF)

APPLICATION INSTRUCTIONS:

- Non-Certified Staff Application (www.brk.k12.in.us)
- Letter of Interest
- Submit All To: brkapplication@brk.k12.in.us