



## Vacancy Notice

**Position:** Substitute Teacher

Bloomfield School District is looking for substitute teachers to work cooperatively with Bloomfield Elementary School or Bloomfield Jr.-Sr. High School staff. Duties will include:

- Providing classroom instruction to students as outlined in lesson plans
- Creating a classroom that is conducive to learning and appropriate to the maturity and interests of students
- Maintaining a safe and orderly classroom environment
- Maintaining established routine of the school and classroom procedures in which assigned
- Maintaining a professional appearance as an example to students
- Meeting and instructing assigned classes in the locations and times designated
- Completing other duties as assigned

### Job Requirements:

- High school graduate/equivalent or higher
- Hold a valid Indiana substitute teaching permit
- Complete a non-certified employment background check
- Must have strong leadership and communication skills
- Such additional qualifications as the Board or State of Indiana requires

### Please send the following to apply for the position:

- Letter of interest
- Resume
- References
- Application
- Proof of licensure

### Send Inquiries to:

Jessica Blazier, Executive Secretary  
Bloomfield School District  
501 West Spring St. Bloomfield, IN 47424  
Or e-mail: [jblazier@bsd.k12.in.us](mailto:jblazier@bsd.k12.in.us)

**Bloomfield School District is an Equal Opportunity Employer**