

* PLEASE POST*



CERTIFICATED SUBSTITUTE TEACHERS
ATTENTION ALL QUALIFIED CANDIDATES

THE BUENA PARK SCHOOL DISTRICT IS CURRENTLY ACCEPTING APPLICATIONS FROM QUALIFIED APPLICANTS FOR POSSIBLE JOB OPPORTUNITIES IN THE FOLLOWING JOB CLASSIFICATION:

SUBSTITUTE TEACHERS
 SERVING GRADES PRESCHOOL THROUGH GRADE 8
 ALL OPENINGS SUBJECT TO CHANGE

Substitute Teachers serve the District by working on an on-call, as-needed basis at any one of our seven school sites.

QUALIFICATIONS:

- California credential or permit authorizing service in a K-8 district as a Substitute Teacher. Eligibility for the Emergency 30-Day Substitute Teaching Permit includes an earned bachelors degree and successful completion of the CBEST exam (or equivalent), plus fingerprint background clearance performed by the Commission on Teacher Credentialing for credentialing purposes. Candidates selected for employment will be provided with assistance through the application process of applying for a substitute teacher permit if eligibility requirements are met and assistance is requested.
- Fingerprinting and background clearance check for employment purposes as required by law. Applicants will not be permitted to begin employment until clearance is received by the District from the Department of Justice. (Also acceptable if clearance is provided through the OCDE Clearinghouse.) The fingerprint process for employment purposes is separate from the fingerprint process through CTC which is done for credentialing purposes.
- Highly desirable - fully credentialed in the subject area to be taught, EL authorization, and/or previous experience.

	PER DIEM RATE OF PAY
DAY-TO-DAY SUBSTITUTE (K-8) FOR SUBSTITUTES THAT WORK 0 - 19 DAYS IN BPSD DURING THE FISCAL YEAR	\$120
DAY-TO-DAY SUBSTITUTE (K-8) FOR SUBSTITUTES THAT WORK 20 - 39 DAYS IN BPSD DURING THE FISCAL YEAR	\$125
DAY-TO-DAY SUBSTITUTE (K-8) FOR SUBSTITUTES THAT WORK 40 OR MORE DAYS IN BPSD DURING THE FISCAL YEAR	\$130
LONG TERM SUBSTITUTE (K-8) FOR SUBSTITUTES THAT WORK 17 OR MORE CONSECUTIVE DAYS IN ONE ASSIGNMENT. PAY RATE IS RETROACTIVE TO DAY 1 OF THE ASSIGNMENT	\$130
HALF-DAY (K-8) = 3.75 HOURS	\$75

APPLICATION PROCEDURE: The following documents must be submitted for consideration.

- ▶ A completed Buena Park School District certificated application form. The form may be obtained from our website at www.bpsd.k12.ca.us, by clicking on "District Office" and "Human Resources" and "Certificated Application."
- ▶ Include a copy of your California permit or credential(s) authorizing service as a substitute teacher – OR – Verification of your earned bachelors degree (transcripts) and CBEST (or equivalent) passing verification. Photocopies are acceptable for application purposes, however, official documents may be required from candidates selected for employment.
- ▶ Optional documents you may include: professional resume and/or letter(s) of recommendation.

Materials may be picked up/turned in at the following location:

Human Resources Department, Buena Park School District, 6885 Orangethorpe Avenue, Buena Park, CA 90620

DEADLINE TO APPLY: OPEN UNTIL A SUFFICIENT AMOUNT OF APPLICATIONS HAS BEEN RECEIVED.

ONLY WRITTEN REQUESTS RECEIVED PRIOR TO THE DEADLINE WILL BE CONSIDERED. THE BUENA PARK SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER. THE PROVISIONS OF THIS BULLETIN DO NOT CONSTITUTE A CONTRACT EXPRESS OR IMPLIED AND ANY OF THE PROVISIONS CONTAINED HEREIN MAY BE MODIFIED OR REVOKED WITHOUT NOTICE.

Buena Park School District prohibits unlawful discrimination, harassment, intimidation, and bullying of students, district employees and job applicants on the basis of actual or perceived race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these actual or perceived characteristics at a district site or activity.

Policy 1312.3 Uniform Complaint Procedures
 Regulation 1312.3 Uniform Complaint Procedures
 Regulation 1312.4 Williams Uniform Complaint Procedures
 Policy 4119.11 Sexual Harassment - Employee and Applicants
 Regulation 4119.11 Sexual Harassment - Employee and Applicants
 Policy 5145.3 Nondiscrimination/Harassment - Students
 Regulation 5145.3 Nondiscrimination/Harassment - Students
 Policy 5145.7 Sexual Harassment - Students
 Regulation 5145.7 Sexual Harassment - Students

Complaints: [BPSD Superintendent](mailto:bpsd@k12.ca.us), 6885 Orangethorpe Avenue, Buena Park CA 90620 (714) 522-8412

Revised: March 2017

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