

ONTONAGON AREA SCHOOL DISTRICT

701 Parker Avenue
Ontonagon, MI 49953
PHONE (906) 813-0614 FAX (906) 813-0615

December 4, 2025

Substitute Teachers 2025-2026 School Year

Rate of Pay: \$103 per day

Hours to be worked: 8:30 am till 3:15 pm

Are you looking for a flexible position? Do you want to have a positive impact on students? The Ontonagon Area School District has openings for Substitute teachers. This is an on-call position that provides flexibility for candidates to work around schedules.

Qualifications

Required:

Associated degree or minimum of 60 college credits
Knowledge of student developmental strategies
Proficient in the use of technology
Ability to work effectively in an environment with frequent interruptions requiring the ability to concentrate and consistently produce accurate work while responding to interruptions and changing priorities
Ability to interact with students, parents, staff, and community members, personally and through electronic communications, in a warm and confident manner.
Individual initiative and ability to work with minimal direction, using sound judgment is essential.
Ability to maintain confidentiality in all matters.
Demonstrate sensitivity to the cultural, ethnic, gender, and religious diversity of members of the school and community

Position Purpose: Provide instructional leadership in classrooms in the absence of the teacher

Essential Functions and Dispositions:

1. Creates a favorable professional impact on students, parents, community, and other employees.
2. Maintains confidentiality in verbal, written, and electronic communication.
3. Refers confidential information to the appropriate person.
4. Follows safe practices and adheres to safety standards.
5. Strong ability to lead by communicating effectively and developing sustainable relationships/partnerships with others.

Essential Role & Responsibilities Paraprofessional:

6. Implement and follow the lesson plans of the teacher
7. Ensure all policies and procedures of the school district are followed
8. Maintain a well managed classroom and positive environment
9. Works with students individually, in small groups, or whole group to reinforce and re-teach basic learning and implement assigned programs
10. Prepares educational materials as needed.
11. Other duties as assigned

Please submit a letter of application, resume to:

Lisa Johnson
Ontonagon Area School District
701 Parker Avenue
Ontonagon, MI 49953

APPLICATION DEADLINE: Continuous sourcing of candidates

In compliance with Title IX of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Elliot-Larsen Civil Rights Act of 1977, it is the policy of the Ontonagon Area School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied benefits of, or subjected to, discrimination during any program, activity, service, employment, or process leading to employment. For information contact Lisa Johnson at 906-813-0614 or Ontonagon Area School, 701 Parker Avenue, Ontonagon, MI 49953