



NORTH STAR CHARTER SCHOOL

Position: Long Term Substitute- Spanish

Location: Boise, Idaho

Position Type: Full-Time (September-TBD)

Reports To: Head of School and Dean of Students

Summary:

The Long-Term Substitute Teacher (Spanish) for High School provides consistent instruction and classroom support for students in grades 9–12. This role includes delivering lessons from the established curriculum, managing daily classroom routines, and supporting student learning. The position helps ensure continuity of instruction and maintains a structured, engaging, and respectful learning environment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Deliver Spanish language instruction using lesson plans and materials provided by the full-time teacher.
- Maintain classroom routines, expectations, and policies to ensure a structured learning environment.
- Assign, collect, and grade student work in alignment with the established curriculum.
- Monitor student participation and academic progress, providing feedback as appropriate.
- Communicate effectively with students, staff, and administrators regarding classroom needs and student performance.
- Maintain accurate records of attendance, assignments, and grades.
- Uphold professional standards and school policies while serving as a positive role model for students.

QUALIFICATIONS

- Bachelor's degree preferred; High school diploma or GED equivalency required.
- Knowledge of Spanish is preferred, though not required to be considered for the position.
- Experience working with high school students in an educational or instructional setting preferred.



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- Ability to effectively manage a classroom and maintain a positive, structured learning environment.
- Strong communication and interpersonal skills for working with students, staff, and administrators.
- Organizational skills to manage assignments, grading, and classroom routines.
- Flexibility and adaptability to follow established lesson plans and adjust to student needs.
- Professionalism, reliability, and commitment to supporting the school's academic mission.

APPLICATION PROCESS:

To apply for a teaching position at North Star Charter School, please submit a resume, cover letter, and three professional references to:

Andy Horning, Head of School, ahorning@northstarcharter.org and
Belle Garner, Business Manager, bgarner@northstarcharter.org

Applications will be reviewed on a rolling basis until the position is filled.

Equal Opportunity Employer

North Star Charter School is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.