



Los Angeles County Office of Education

Serving Students ▪ Supporting Communities ▪ Leading Educators

SUBSTITUTE TEACHERS DIVISION OF STUDENT PROGRAMS

THE POSITION

Seeking qualified educators to provide substitute teaching services large and small group instruction in juvenile court schools, schools providing alternative education, and two specialized high schools. The substitute teacher provides instruction for students in the absence of the classroom teacher and maintains a positive and safe classroom environment that is conducive to learning while exemplifying professionalism and exceptional student engagement.

MINIMUM CRITERIA

- Bachelor's Degree from a regionally accredited college or university
- Pass the Basic Education Skills Test (CBEST) or meet Basic Skills Requirements through another avenue (Attach verification/documentation to application such as transcripts and/or Advanced Placement (AP) Scores or CSET scores.)
- If you currently hold a Substitute Permit, Single Subject Credential in a core academic subject, or a Multiple Subject Credential please include it with your application.

DESCRIPTIONS OF PROGRAMS

The Division of Student Programs (DSP) encompasses both juvenile court schools, alternative education, and two specialized high schools.

Juvenile Court Schools (JCS) provide an educational program and curriculum for adjudicated youth. These fully accredited schools provide instruction in all subjects in the middle school and high school curriculum. Substitutes may teach from two to six subjects a day.

Alternative education (AE) serves at-risk students in non-traditional settings in the community. The county community school sites are located throughout Los Angeles County.

There are two specialized high schools. The Los Angeles County School for the Arts (LACHSA) on the California State University, Los Angeles campus and International Polytechnic High School (IPOLY) on the California State Polytechnic University, Pomona campus.

LOCATION OF SCHOOL SITES

We operate programs throughout Los Angeles County, including Los Angeles, Malibu, Sylmar, La Verne, San Dimas, Whittier, Monrovia, Hawthorne, Monterey Park, Pacoima, Pico Rivera, Inglewood, Pomona, Compton, and City of Commerce.

Substitute teachers may select their preferred work locations.

ASSIGNMENTS

Substitute positions are assigned as needed. Substitute teachers may choose to work in particular programs and/or geographic areas. All assignments are made through an automated/computerized system.

A scheduled substitute teacher orientation will be provided to candidates after hire.

COMPENSATION

Effective November 1, 2021-August 30, 2022

- \$170 per day for assignments at International Polytechnic High School (IPOLY) and the Los Angeles County High School for the Arts (LACHSA)
- \$230 per day for assignments at the Court Schools or County Community Schools
- \$240 per day for assignments for substitute teachers who work 15+ consecutive days at various sites or one site
- \$273.50 per day for Long Term Assignment: 31 to 90 Consecutive Days in Same Assignment with a Permit or Waiver
- \$292.86 per day for Long Term Assignment: 31 to 90 Consecutive Days in Same Assignment with a Single Subject Credential in a Core Content Area or a Multiple Subject Credential

APPLICATION INSTRUCTIONS:

Interested, qualified persons are invited to submit an online employment application to Human Resource Services. Applicants are responsible for submitting a completed electronic employment application, letter of introduction, resume, copy of CBEST results, and two (2) letters of recommendation that are dated and signed within the past 12 months. All required documents must be submitted electronically with your application. If you possess a Single Subject Credential in a core content area or a Multiple Subject Credential, please attach the credential document with the document number as it appears on the California Commission on Teacher Credentialing website. A copy of the actual credential certificate is not necessary.

LOS ANGELES COUNTY OFFICE OF EDUCATION COVID-19 VACCINATION POLICY

Under Superintendent Policy 4060, COVID-19 Vaccination, the Los Angeles County Office of Education (LACOE) requires that all LACOE employees, including substitute employees, temporary office workers, hourly/part-time employees, contractors, interns, and volunteers are fully vaccinated against COVID-19. An individual is considered “fully vaccinated” when at least two weeks have passed since that individual’s receipt of the second dose in a two-dose series, such as the Pfizer or Moderna vaccines, or two weeks after a single-dose vaccine, such as Johnson and Johnson’s Janssen vaccine. LACOE will consider requests for accommodations (exemptions) made by individuals who cannot receive the vaccine due to medical reasons and/or sincerely held religious beliefs, subject to the interactive process.

LACOE does not discriminate against individuals on the basis of age, actual or perceived race, actual or perceived gender, ethnicity, national origin, religion, disability, or sexual orientation. LACOE complies with the Americans with Disabilities Act to ensure equal access to all qualified individuals with a disability. If you are disabled and require assistance in accessing this event, please contact the LACOE Title II Coordinator at (562) 803-8297.