



SUBSTITUTE TEACHER

\$125 per day
when substituting in a licensed position.

REQUIREMENTS:

- Valid short-call substitute license
- Complete employee packet in payroll office
- Pass MN BCA background check
- See additional information on lower right side

ELIGIBLE APPLICANTS:

CONTACT

Shari VerDorn
HR & Payroll
ISD #548

- ✉ sverdorn@vikes.us
- ✉ PO Box 642
Pelican Rapids, MN
56572

QUESTIONS?

Emily Evenson
Substitute Coordinator
☎ (218) 863-5910
✉ eevenson@vikes.us



Why Pelican Rapids Public Schools?

Pelican Rapids, located in Otter Tail County, is a unique small town with rich diversity, nestled in the middle of lakes country. It is a place that provides top notch education paired with the appeal of small class sizes. Pelican Rapids Schools currently enrolls approximately 900 students K-12.

Pelican Rapids has a great sense of community, embraces its diversity, and magnifies its small town atmosphere.

Description:

We are looking for a dedicated and compassionate professional to join our on-call staff as a substitute teacher. You will play an important role in facilitating students with high quality education while supporting their individual growth in the absence of their teacher. A short-call substitute teacher is one who subs day to day NOT to exceed 15 consecutive days replacing the same classroom teacher.

- Facilitate purposeful and appropriate lesson plans as prepared by the teacher
- Excellent written and verbal communication skills
- Strong classroom management

Additional information:

- *MN BCA background check.*
Cost = \$15
- *If you have a current background check (within one calendar year) at another school, please request they send it to PR Schools.*
- *If your short-call sub license has been issued within one calendar year, no background check is necessary.*
- *A copy of your social security card and drivers license will be needed.*



<https://www.pelicanrapids.k12.mn.us>

*Employment Opportunities are located under the District menu option
Pelican Rapids Public School District is an Equal Opportunity Employer*