



Havergal

COLLEGE

Posting: Supply Teachers – JK to Grade 6

Founded in 1894 and located on a beautiful 22-acre campus in midtown Toronto, Canada, Havergal College is one of Canada's pre-eminent independent school for girls from Junior Kindergarten through Grade 12. At the forefront of woman's education for over 125 years, Havergal is grounded in the principles of a liberal arts education and prepares young woman to make a difference. Through our outstanding curricular and co-curricular programs, we nurture a culture of capability that fosters self-confidence, leadership, critical thinking, inquiry-based learning and teamwork within our students.

The Position:

We are seeking enthusiastic, flexible, and dedicated individuals to join our Junior School as Supply Teachers.

Specific Accountabilities:

- Implements lesson plans, as provided by the homeroom or specialist teacher, ensuring the integrity of the programs is maintained, and takes place within the allotted time frame;
- Demonstrates effective classroom management;
- Understands and follows relevant school procedures (e.g., attendance, supervision) including emergency procedures;
- Reports all student injuries, accidents, illnesses, and discipline problems to the appropriate authority immediately or as soon as is reasonably possible;
- Completes a Supply Teacher Report Form;
- Performs other related duties as assigned by the Assistant Head, and Head of the School, in accordance with school policies and practices.

Qualifications, Knowledge and Experience

- Relevant university qualifications (e.g. Bachelor of Education plus undergraduate degree in subject specialization);
- Certification from the Ontario College of Teachers and be a member in 'Good Standing';
- Non-practicum teaching experience is an asset;
- A comprehensive understanding of current Ministry of Ontario curriculum (JK - Gr. 6);
- Strong interpersonal, organizational, time-management and communication skills;
- Well-developed classroom management skills; and
- The ability to take direction and to be open to feedback.

All qualified candidates are encouraged to express their interest by submitting a letter of application and resume to [Apply To Education](#) no later than **November 27, 2020**.

We appreciate all applications, however only those candidates selected for an interview will be contacted.

Havergal College is committed to providing accommodations for persons with disabilities. If you require accommodations please contact Cathy LeBlanc at 416-483-3519 ext. 6605 or by email at careers@havergal.on.ca.