



Job Class: Special Teacher-Intermittent

Working Title: Substitute Teacher

Job ID: 19331
Location: Faribault
Full/Part Time: Intermittent
Regular/Temporary: Unlimited
Who May Apply: Open to all qualified job seekers
Date Posted:
Closing Date:
Hiring Agency: Minnesota Department of Corrections
Location: Minnesota Correctional Facility (MCF) - Faribault
Division/Unit: Education
Work Shift/Work Hours: On-call during Day Shift/ 8:00 am - 4:30 pm
Days of Work: Monday - Friday
Travel Required: No
Salary Range: \$22.21 - \$31.67 /hourly
Classified Status: Classified
Connect 700 Program Eligible: Yes

Job Summary

The Minnesota Correctional Facility-Faribault has an opening for a Substitute Teacher.

WORK SCHEDULE: This position will be on-call Monday through Friday as needed.

Job duties include but are not limited to:

- Provide appropriate and effective classroom instruction in an individualized manner to offenders including preparing, maintaining, and assessing Personal Education Plans (PEP) for each student in the absence of the teacher.
- Tutor individual students and small groups in Literacy, ABE, or GED programs.
- Perform departmental administrative support.

This position is located at a Minnesota Correctional Facility and will have direct offender contact.

Minimum Qualifications:

The following qualifications are required of all applicants seeking consideration for this position:

-BA/BS Degree
AND

-Possession of a current Full Professional Minnesota teaching license OR possession of a current Five-Year or Lifetime Minnesota Short Call Substitute teaching license.

To ensure consideration for this position, please indicate the file folder number for your Minnesota teaching license on your application/resume.

Preferred Qualifications:

The following qualifications are strongly desired of applicants seeking consideration for this position:

- +Possession of a current Full Professional Minnesota teaching license.
- +Experience working in an education setting.
- +Experience working in a correctional setting.

Physical Requirements

Tuberculosis screening may be required prior to hire for this position. For a copy of the Physical Demands Analysis, please contact Deb Wingfield (deb.wingfield@state.mn.us).

Additional Requirements

The selection process may include screening the top candidate(s) on their criminal history, predatory offender registration, offender associations and/or other applicable background information in accordance with Department of Corrections' policy.

Employment history/reference checks, including incidents of sexual harassment, will also be conducted on the top candidate(s) in accordance with Department of Corrections' policy. This may include a review of job performance and discipline records.

New employees will be fingerprinted within the first 30 days of employment.

Why Work For Us

Join a team with a national reputation for excellence! The Minnesota Department of Corrections (DOC) is highly regarded nationwide and has provided a model for other corrections systems to follow. Our mission is to reduce recidivism by promoting offender change through proven strategies during safe and secure incarceration and effective community supervision. We offer great State of Minnesota competitive pay, free parking, and workout facilities at most locations.

How to Apply

Please apply at <http://www.mn.gov/careers> and refer to job posting #19931. If you are unable to apply online, please contact the job information line at 651.259.3637.

For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about the position, contact Deb Wingfield at deb.wingfield@state.mn.us or 651.361.7303.

AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651.259.3637 or email careers@state.mn.us. Please indicate what assistance you need.