

## **Halton Waldorf School**

### **Substitute Teacher Job Description**

#### **School Overview**

Founded in 1984, Halton Waldorf School is an independent, accredited Waldorf institution serving students from Burlington and the surrounding area. We offer a comprehensive educational journey from Parent and Child programs through Grade 12. Rooted in Waldorf tradition and inspired by the educational philosophy of Rudolf Steiner, our mission is to support the unfolding potential of each child through a balanced and rigorous academic, artistic, and practical curriculum. Situated on five acres of beautiful woodland, we deeply value our connection to nature, community, and the spiritual foundations of human development.

#### **Position Summary**

The Substitute (“Supply”) Teacher is responsible for carrying out the daily rhythm and planned activities of the assigned class in the absence of the regular Class or Subject Teacher. Substitute (“Supply”) Teachers uphold the values and practices of Waldorf education, maintain a warm and calm classroom environment, and ensure student safety and engagement throughout the school day.

#### **Key Responsibilities**

- Follow the lesson plans and classroom rhythm provided by the regular teacher.
- Create a caring and orderly classroom environment in alignment with Waldorf principles.
- Maintain routines including transitions, movement, snack, recess, and dismissal.
- Provide age-appropriate guidance and support to students with warmth and clarity.
- Communicate significant observations, incidents, or concerns to the class/subject teacher.
- Work collaboratively with support staff and assistants when present.
- Maintain confidentiality and adhere to all school policies and expectations as laid out in the Supply Teacher Handbook.

#### **Qualifications**

- Interest in or familiarity with Waldorf education; Waldorf teacher training is an asset.
- Certification through the Ontario College of Teachers is an asset.
- Competence in teaching and classroom management.
- Strong communication skills and ability to follow instructions and adapt as needed.
- A current Vulnerable Sector Check and First Aid/CPR certification (or willingness to obtain).

#### **Working Conditions**

- This is an on-call position with variable hours depending on school needs.

- Substitutes may be called for early childhood, grades, or high school classes, depending on experience and availability.

**To Apply:**

Please submit a brief letter of interest and resume to [cait.mizzi@haltonwaldorf.com](mailto:cait.mizzi@haltonwaldorf.com) with the subject line "Substitute Teacher Application."

Halton Waldorf School is committed to equity, diversity, and inclusion. We welcome applications from all qualified candidates.