CIRCLE OF LIFE ACADEMY

35223 Mission Road
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White Earth, MN 56591
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"Our Circle of Life Academy is immersed in Anishinaabe Mino-Bimaadiziwin
for our children and community while providing the highest quality of education"

Job Announcement

Position: Short Call Sub Teacher **Open:** 09-10-2026

Location: W.E. Circle of Life Academy **Close:** Until Filled

Pay: $200.00 per day ($25.00 per hr) **Benefits:** None **Status**: On-Call

Circle of Life Academy is currently seeking a qualified applicant who will be responsible for the classroom. To replace the full-time classroom teacher for a determined period of time. Their role consists of implementing existing lesson plans, overseeing classroom activities, assigning homework, following the full-time teachers' instructions, and grading tests.

Outcomes:

- Carries out a program of study prescribed in the classroom/grade lesson plans.
- Ensure and creates a classroom environment that is conducive to learning and appropriate for student through lecture, discussion and demonstration in subject area(s) and grade level.
- Maintain student discipline in accordance with classroom and school policies and rules.
- Must perform duties required of absent teacher such as lunchroom duty, hall monitoring.
- Familiarity with Circle of Life Academy school procedures, school rules, student discipline/behavior policy/procedure, school & classroom schedules, extra-curricular activities, emergency procedures, evacuation routes.
- Files all necessary/routine reporting such as attendance, discipline & parent contact/reporting.

Knowledge, Skills & Abilities:

- Knowledge of principles and methods of teaching.
- Knowledge of school curriculum and scheduling
- Knowledge of school policies and procedures.
- Knowledge of White Earth Reservation culture/history and demographics.
- Skilled in use of computers.
- Skill at communicating with student, staff, and parents both orally and in writing.
- Ability to read, interpret and implementing teacher lesson plans.
- Ability to monitor student progress.
- Ability to identify a carry out creative teaching methods.

Qualifications include:

- Hold a bachelor's degree.
- Apply for a Short Call Substitute Teaching license.
- One year experience working in an educational setting is preferred.
- Driver's License required
- Must be able to pass a criminal background check and drug screening.

Send applications to: Circle of Life Academy
Attn: Human Resources
P.O. Box 447
White Earth, MN 56591

Download applications at: https://www.whiteearth.com/
https://cola.bie.edu/