

Spruce Mountain School District ~ RSU 73
Jay, Livermore, Livermore Falls
9 Cedar Street
Livermore Falls, Maine 04254
(207) 897-6722

APPLICATION FOR SUBSTITUTE TEACHING POSITION

RSU 73 DOES NOT DISCRIMINATE IN THE OPERATIONS OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Name: _____ Date: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Education: Transcripts, including grades, from all college(s)/university(s) attended must be provided. It is essential that this section be completed accurately.

College / University Attended	Degree Awarded (if any)	# of Years Attended	Grade Point Average

Certification: List Certification(s) you hold and please provide copies of named certification(s)

Certification Type	State	Date Issued	Date of Expiration

Criminal Records History Check (CHRC) completed (if yes, please attach copy) YES NO

Experience: Please list previous teaching / substituting experience. Please attach a copy of your resume.

Grade / Subject	Position	Employer	Dates (from - to)

Areas of Interest: (please check all that apply)

K-2 3-5 6-8 9-12 Special Education

If you are interested in substituting at the elementary level and have a specialty area, please circle the area(s)

Signature:

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that RSU 73 contacts in connection with my employment application to fully provide RSU 73 any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against RSU 73, its agents and officials, or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board members, administrators, other staff and members of the community. I give my consent to this disclosure.

Applicant Signature

Date

APPLICATION FOR SUBSTITUTE TEACHING POSITION CHECKLIST: The completed employment application cannot be evaluated unless all of the following materials have been provided:

	Application form fully completed
	Copies of Transcript(s)
	Copy of Maine Certification(s)
	Copy of Resume
	YES to any of the questions in the Background section explained
	Application signed

NOTE: All application materials become the property of Regional School Unit 73. None will be returned. Providing any false or misleading information on this application or in the application or employment screening process shall be fully sufficient grounds to refuse to employ the application or, if the applicant has been employed, to immediately dismiss the applicant / employee.

NOTE: Employment cannot be finalized until the applicant has completed requirements for complete background checks and fingerprinting as required by Maine State Statute.

** To be completed after application review, Central Office staff will forward to Superintendent for approval!!

Superintendent Approval:

Signature: _____

Date: _____