



18542-B Vanderlip Avenue  
Santa Ana, CA 92705

**Position Title: Substitute Teacher (Special Education)**

**Reports To:** Director of Bright Visions Early Childhood Center

**Time Requirement:** Temporary/As Needed

**Positions & Salaries:** Visually Impaired Credential - \$25/hour  
Moderate to Severe Credential - \$25/hour  
Mild to Moderate Credential - \$25/hour  
Multiple Subject Credential - \$25/hour  
Bachelor's Degree + 12 ECE Units - \$20/hour  
9 ECE Units - \$13/hour

**Position Description:** These positions will serve as substitute teachers or teaching assistants in the classrooms of visually impaired and typically developing children ages 6-months to second grade

**REQUIRED: Education and Experience of Candidate:**

- **(Degree/Credential in one or more)** California Teaching credential, Special Education teaching credential (Visual Impairments), Multiple Subject Credential or General Multiple Subject. Enrolled in the Intern-VI program as an Intern may be acceptable (please see above for rates)
- **PLUS at least 9** units in college-level work in early childhood education (ECE units) including completion of the following classes:
  - **Child Growth and Development**
  - **Family, Child and Community**
  - **Program Planning and Curriculum**
- In addition, the candidate **MUST** show completion of or enrollment in an elective class in preschool age children (2-8 years old)
- Un-official transcripts must be available upon interview, Official transcripts required upon hire
- Previous work with visually impaired children or other disability desired
- Multiple non-technical tasks, operation of standard office equipment, preparing and maintaining accurate records, problem solving, teamwork, patience and good communication skills

**Scope of Work:**

- Follow lesson plans available from the classroom teacher, lead teacher or Program Director
- Implement the classroom curriculum and planned teaching methods

- Ability to establish and maintain a courteous and cooperative working relationship with children, families and coworkers
- Supervise students, aides, assistants and volunteers in the classroom, outside playground and bathroom as needed
- Participate and direct school playground and social-curricular activities
- Interact with children in accordance with developmentally appropriate practices established by the Center and evaluators
- Maintain classroom environmental standards
- Demonstrate success in working with a team
- Maintain records and prepare daily report of activities
- Assist with toileting/bathroom and feeding as needed
- Conduct self in accordance with BCLC's Mission, Vision and Values at all times
- Other professional, job related duties as assigned.

**Physical Requirements:**

- Ability to stand and walk with children during play inside and out
- Ability to lift at least 35 pounds with the use of a lift belt
- Ability to go up and down stairs
- Ability to sit on the floor with children
- Ability to bend, kneel, etc. to help children with toileting activities

**Mental Requirements:**

- Ability to work with frequent interruptions and changes in workload priorities
- Ability to prioritize tasks
- Ability to maintain confidentiality

**Essential Values-Based Competencies:**

- Understanding of and passion for the students and staff of Blind Children's Learning Center
- Understanding of and passion for the Agency's Mission and Vision
- Exemplifies organizational core values of accountability, integrity and respect
- Demonstrates organizational operating principles of communication and teamwork
- Displays the organization's essential attitudes by approaching projects, activities and other job functions with flexibility and a positive attitude

**Compensation and Work Hours:**

- Salary range is commensurate with experience/skills/education
- This is a temporary and as needed position

**To Apply:**

Please send your resume via email to [HR@BlindKids.org](mailto:HR@BlindKids.org) – No phone calls or Faxes please. In your email, please put the Job Title in the subject line.

Blind Children’s Learning Center is an Equal Opportunity Employer providing opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.

Candidates who qualify for any position with BCLC and are offered a position must successfully pass a fingerprint and background check through the California Department of Justice, the FBI and the National Child Abuse Index. Before the first day of work, the candidate must present proof of immunizations such as Measles, Pertussis and Influenza as well as being cleared of Tuberculosis. All of the above are required through Orange County Community Care Licensing as well as The California Department of Education.