



Want to work for a University Worth Discovering?

**WESTERN NEW MEXICO UNIVERSITY'S
EARLY CHILDHOOD PROGRAMS
IS ACCEPTING APPLICATIONS FOR TEMPORARY
SUBSTITUTE TEACHERS
(Job Code 334/Non-Exempt/Part-Time)**

DUTIES AND RESPONSIBILITIES: Under general supervision of the Laboratory Site Program Administrator for the Early Childhood Programs, assists in provision of daily classroom teaching and preparation activities of the University's Pre-School/Child Development Center Program and the Growing Tree Infant/Toddler Program. Assists Early Childhood Teacher with implementing daily educational and activity plans for students in accordance with established lesson plan; assists facilitating small group interactive sessions; implements age appropriate corrective measures/disciplines as needed/appropriate guidance techniques for management of safe and educationally conducive classroom environment; implements lesson plan, prepares all classroom materials in support of lessons goals/objectives. All substitute teachers adhere to the NAEYC Code of Ethical Conduct and Statement of Commitment; and performs other duties as assigned.

MINIMUM QUALIFICATIONS: High School diploma or GED and experience with young children. An FBI criminal background check must be completed and on file upon hire. CPR certified within one year of hire.

RATE OF PAY: \$8 per hour

TO APPLY: Submit a WNMU application, a letter of intent, a resume, a copy of High School Diploma or GED equivalent or a copy of official transcripts (original transcripts required upon hire), and five references with names, email addresses, mailing addresses, and telephone numbers to: Western New Mexico University, Attention: Human Resources, 1000 W. College Ave/P.O. Box 680, Silver City, New Mexico 88062. **The WNMU application can be found online at: <http://www.wnmu.edu/jobs/employmentapp.shtml>.**

Review of all applications will begin immediately and continue through June 30, 2012.

Western New Mexico University serves a diverse multicultural population of nearly 3,000 students including non-traditional students. Exemplary teaching, quality programs, commitment to diversity, and enhanced regional service characterize WNMU's mission. Minorities and women are especially encouraged to apply. All qualified applicants will receive consideration without regard to race, color, religion, gender, age, handicap, or national origin. **WNMU is an affirmative action/equal employment opportunity employer.**