

District 207

Substitute Teacher Application Process

This brief presentation will provide you with an overview on the application process for becoming a substitute teacher in Maine Township High School District 207.



STEP 1

SUBSTITUTE LICENSE

- Substitute teachers are required by the Illinois State Board of Education (ISBE) to have a valid license.
- Information regarding requirements and on how to apply can be found on the ISBE website: [Illinois State Board of Education-Sub License](#)

STEP 2

DISTRICT 207 APPLICATION

- Once you have obtained your license, please complete an online District 207 application located on our maine207.org website.

[District 207 Substitute Application](#)

STEP 3

DIGITAL INTERVIEW

- After submitting your application, we will review and determine if you will continue in the interview process. If so, you will be contacted via email to complete a brief digital interview.
- The purpose of the digital interview is to provide you an opportunity to introduce yourself and tell us why you are interested in becoming a substitute teacher in Maine Township District 207.
 - You will be asked (3) questions, of which you will have multiple opportunities to re-record and then submit your final response.

DIGITAL INTERVIEW (CONT.)

Question #1

Please tell us why you are interested in becoming a substitute teacher in Maine Township District 207.

Question #2

What personal characteristics do you possess and what professional experiences have you had that you believe will allow you to be a successful substitute teacher?

Question #3

What strategies or techniques would you use to get students engaged in the lesson and provide a positive and safe classroom experience?

STEP 4

FINAL STEP

Once you have completed your digital interview, our team will review your responses. If qualified, you will be contacted via email in order to complete the final steps:

1. A background check is required for all applicants. This can be performed at the District office at no cost to the applicant.
2. Complete and submit employment onboarding paperwork.

Thank you!

Thank you for taking the time
to review this presentation.

If you have any questions, feel free to contact
Ms. Kim Conradi at kconradi@maine207.org