



# NEWFANE CENTRAL SCHOOL DISTRICT

6273 Charlotteville Road, Newfane, NY 14108

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[www.newfane.wnyric.org](http://www.newfane.wnyric.org)

## SUBSTITUTE TEACHING APPLICANTS

If you are interested in becoming a substitute teacher for the Newfane Central School District, please visit WNY School Jobs (Applicant Tracking) to apply:

<https://www.wnyric.org/en/finance-and-hr-services/applicant-tracking-for-applicants.aspx>

If you do not already have an account, you will need to create one and complete a **Certified** application regardless of whether you are NYSED certified or not. Please be sure to **list three (3) references** with contact information on your application. You will also need to **upload a letter of interest and resume**. Once your application is complete and your documents are uploaded, you must **apply** to the Newfane Central School District's posting for Substitute Teachers within the Applicant Tracking system.

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### **IMPORTANT ITEMS TO NOTE:**

- All substitute teaching applicants must complete the fingerprinting process and receive clearance through the New York State Education Department (NYSED) prior to being recommended for appointment by the Newfane Board of Education. If you have not been previously fingerprinted, specifically through the NYS Education Department, please visit the following site to schedule an appointment: <http://www.nysed.gov/educator-integrity/fingerprinting>
- Substitute interviews will be scheduled periodically throughout the school year. When a date has been determined, you will receive an email from Peter Young, Director of Curriculum, Instruction, Assessment & Technology, which will include the date, time, and location of interview as well as additional documents you will need to bring.
- Per diem substitute teachers are paid based on certification status. Teacher certification is preferred. The rates of pay for the 2023-24 school year are as follows:

Uncertified Substitute Teachers = \$100/day

Certified Substitute Teachers = \$120/day

Certified Long Term Substitute (if assignment is determined to be more than 10 days) = \$130.00/day

Should you have any questions regarding this information, please contact Shannon Emborsky, Secretary to the Superintendent, at [semborsky@newfanecentralschools.org](mailto:semborsky@newfanecentralschools.org)

The Newfane Central School District does not discriminate against any employee, student, applicant for employment or candidate for enrollment on the basis of gender (including gender identity, or transgendered status), race, color, religion or creed, age, national origin, marital status, disability, sexual orientation or any other classification protected by law (including, with respect to employees and applicants for employment, genetic predisposition or carrier status), unless based upon a bona fide occupational qualification or otherwise provided for by law. Any person wishing to obtain information about the District's procedures for grieving alleged civil rights violations may obtain information by contacting Jennifer Bower, Civil Rights Compliance Officer, One Panther Drive, Newfane, NY 14108, telephone number 716.778.6468.