

Substitute Teacher Recruitment 2016-2017

Dear Parents and Friends of Geneva:

We are always looking for substitute teachers to add to our listing at Geneva Day School. You do not have to be a qualified teacher, but it is helpful to have had some general classes in child development or early childhood education. If you are interested in becoming a substitute teacher and would be available for a short training session at the School, please fill out and return the bottom portion of this form to the school office.

I would like to be considered for substitute teaching at Geneva Day School for the 2015-2016 school year and will be available to participate in one of the substitute teaching training sessions to be conducted at the School on Thursday, September 24 and Friday, September 25 at 9:30 a.m. and 12:30 p.m. *(You may select the date and time that works best for you.)*

1. Please circle the following days and sessions when you are available to substitute:

- Monday a.m. or p.m.
- Tuesday a.m. or p.m.
- Wednesday a.m. or p.m.
- Thursday a.m. or p.m.
- Friday a.m. or p.m.

2. Please circle the best training date and time:

- September 22 9:30 a.m. or 12:30 p.m.
- September 23 9:30 a.m. or 12:30 p.m.

Parent's Printed First and Last Names

Best Phone Number

Geneva Day School Constant Contact E-mail Group

Keep up to date with all the happenings at Geneva Day School and help us reduce paper! Sign up for the GDS email group today!

PLEASE PRINT VERY CLEARLY and turn this form into the Office. If you do not start receiving emails within a week, please contact us again. Please print clearly so we can we read your email address.

Email Address #1 _____

Email Address #2 _____