



Be a Sub!

Do you enjoy working with children while maintaining a flexible work schedule? If you answered yes, you should become a substitute teacher or teacher's aide! Your college background does NOT need to be in education to apply.

Join us for the **Summer Substitute Employment Promotion** **July 28 – August 31, 2020 - during regular business hours**

Muskingum Valley ESC
Zanesville Office
205 N. Seventh Street
Zanesville, OH 43701

Muskingum Valley ESC
New Lexington Office
1605 Airport Road
New Lexington, OH 43764

What do I need to know and bring?

- As a sub, you will enjoy a flexible position, work daytime hours, build your resume if you are a recent graduate or continue your passion for student achievement if you are a retired educator.
- If you sign up during this event, you will receive a one-time discounted rate on your background check of \$52 for both the BCI and FBI. **You must make an appointment for your background check. No walk-ins will be permitted at this time. Please bring your driver's license or photo ID. No checks accepted – cash, credit, debit only.**
- The application fee for a 1-year license is \$25. The Ohio Department of Education (ODE) requires a credit card payment.
- If you are applying to be a substitute teacher, you must have a bachelor's degree. Please **bring your official college transcripts** to apply for your license.
 - Applicants will select teaching field(s) based on the post-secondary degree(s) they hold. Information about the different types of substitute licenses can be found on the [ODE website](#).
- On average, a substitute teacher can expect to make between \$70 And \$100 in our area school districts, so you will recoup your fees after just one day of subbing!
- Help will be available for the application, licensure and background-check processes. Please **bring your list of references and work experience** (resumé) with you.
- You can register at either location to sub for any of the following districts: Coshocton County Career Center, Crooksville, East Muskingum, Franklin, Logan-Hocking, Mid-East CTC, Muskingum Valley ESC, New Lexington, Newcomerstown, Northern, River View, Tri-Valley, West Muskingum

For more information on the Summer Substitute Employment Promotion, please contact our Zanesville Office at 740-452-4518 or New Lexington Office at 740-342-3502.