

# Position Advertisement

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## POSITION

**Job Title:** **Itinerant Substitute Teacher**  
**Job Advertisement #:** 2025WSD043  
**Type of Position:** Limited Term (1.0 FTE)  
**Location:** Division  
**Employment Dates:** As soon as possible – June 27, 2025  
**Salary:** As per the Collective Agreement  
**Closing Date:** Application review will begin immediately and continue until the position has been filled.

## DESCRIPTION

Western School Division is looking for an energetic individual who demonstrates enthusiasm towards learning to function as an **Itinerant Substitute Teacher**. The successful candidate will work in classrooms across all schools, stepping in for teachers from Kindergarten to Grade 12 across all subject areas. This role may be a great fit for a teacher seeking to enhance their skills and eventually manage their own classroom, as they would frequently be called upon to cover short-term absences.

The successful candidate must be a qualified teacher with a valid Manitoba teaching certificate or able to obtain such. They must demonstrate a child-centred approach, excellent interpersonal skills, excellent verbal and written communication skills, flexibility, and ability to handle change, including the capability to step into homeroom teacher roles up to the end of the term as required. They must be willing and able to work as part of a team yet function independently with little guidance and present themselves professionally. The successful candidate must possess experience with lesson planning and classroom management and demonstrate an understanding and application of intervention at the classroom level. The ability to speak, write, and teach fluently in both French and English is considered an asset.

A condition of employment with the Western School Division is a **satisfactory Criminal Record Check, Vulnerable Sector Search, Child Abuse Registry Check** and an agreement by the applicant to disclose criminal record and/or Abuse Registry record information to the Division. The successful candidate will be responsible for any service charges incurred. Persons must present this information prior to their first day of work.

The Western School Division is committed to providing an inclusive and barrier-free work environment to all applicants, starting with the hiring process. Should you be contacted for the interview, please advise the Division if any restrictions require accommodation. All information received regarding the accommodation will be kept confidential.

## HOW TO APPLY

Interested candidates **must** submit their resume, including a cover letter and philosophy of education, along with an employment application form. **Incomplete application packages can be rejected and not given further consideration.** For further information, please visit our website at [www.westernsd.mb.ca](http://www.westernsd.mb.ca) and complete the [Employment Application Form – Teacher](#), and submit your profile package to:

Western School Division  
Attn.: Human Resources, Job Advertisement #2025WSD043  
Unit 4-75 Thornhill Street  
Morden, Manitoba R6M 1P2  
Fax: 204.822.4262  
Email: [hr@westernsd.mb.ca](mailto:hr@westernsd.mb.ca)

*Additional information about the  
Division and its schools is available  
online at [www.westernsd.mb.ca](http://www.westernsd.mb.ca),  
Schools tab.*

*We thank all for applying but only  
those selected for further  
consideration will be contacted.*