

# Position Advertisement

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## **POSITION**

**Job Title:** **Substitute Teacher**  
**Job Advertisement #:** 2025WSD055  
**Type of Position:** Teacher  
**Job Type:** Casual – as and when needed  
**Location:** Division wide  
**Employment Dates:** September 2, 2025 – June 30, 2026  
**Salary:** As per Collective Agreement

## **DESCRIPTION**

Western School Division is accepting applications from energetic individuals who demonstrate enthusiasm toward learning to be listed on our on-call list and function as Substitute Teachers.

In order to qualify as a substitute teacher, the successful candidate must possess a valid Manitoba Teaching Certificate or have the ability to obtain such. Persons awaiting their Manitoba teaching certification pending completion of a Bachelor of Education degree from a recognized Manitoba educational institution are encouraged to apply.

The successful candidate must demonstrate an aptitude for working with children and have excellent interpersonal as well as verbal and written communication skills. They must be willing and able to work as part of a team, yet function independently with little guidance and present themselves professionally.

A condition of employment with 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 are required to submit their resumes, including a cover letter and philosophy of education, along with an employment application form. 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 #2025WSD055  
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.*