



# SMETHPORT AREA SCHOOL DISTRICT

## Administration Office

414 South Mechanic St.  
Smethport PA 16749  
www.smethportschools.com

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TO: All  
FROM: Mr. Brice N. Benson, Superintendent  
SUBJECT: **OPENING(S)**  
DATE: June 28, 2022

The **SMETHPORT AREA SCHOOL DISTRICT** is accepting applications for the following positions:

- **TEMPORARY YEAR LONG SUBSTITUTE TEACHERS (3)**

Temporary positions begin approximately August 19, 2022 and end June 2, 2023 and are designed to provide additional staffing due to the pandemic situation. Position descriptions are available at [www.smethportschools.com](http://www.smethportschools.com). Send a letter of interest, standard teaching application, resume, transcripts, three (3) current letters of recommendation, and clearances to Smethport Area School District Administration Office, Attn: Crystal Woodard, 414 South Mechanic Street, Smethport, PA 16749. Deadline July 30, 2022 at 3:00. EOE

**Smethport Area School District**  
**2022 – 2023 School Year**  
**Temporary Positions for Staffing during the COVID-19 Pandemic Situation**

### General Description:

The following positions are being advertised and potentially hired by the Smethport School District in order to provide additional substitute staffing during the 2022-2023 school year. The temporary positions are due to the COVID-19 pandemic situation. Successful applicants will be employed with the school district for the duration of the 2022-2023 school year. There is no guarantee of employment beyond the 2022-2023 school year. Positions are grant funded and not included in the collective bargaining agreements.

### GENERAL JOB QUALIFICATIONS AND REQUIREMENTS:

- Valid PA State Teaching Certification, any appropriate area of certification will be considered at the elementary or secondary level. (Sub Teaching Positions only)
- Required PA State clearances (Act 34, 114 and 151), Act 24 documentation, Act 168 documentation (All Positions)
- Able to begin work August 19, 2022 (All Positions)
- Able to perform general teaching and supervisory duties as assigned daily. (Teaching Positions)
- Competent with technology and experienced with Google Classroom (Teaching, Technology Support and Aide Positions)
- Able to perform specific duties as outlined in related SASD job descriptions (All Positions)
- Specialized technology/computer networking training preferred (Information Technology Support Position)

**POSITION:** Temporary Year Long Substitute Teacher 2022-2023 school term

### TERMS:

1. The District will include as a paid position three (3) temporary Year Long Substitute Teachers. Each position will be terminated upon the conclusion of the 2022-2023 school term.
2. Salary and benefits for each position will be limited to the following:
  - Salary will be \$32,000 based on 186 days of work.
  - Health care will be provided to the employee according to minimum requirements of the Affordable Care Act Regulations.
  - Dental Plan will be provided.
  - Life Insurance will be provided.
  - Retirement and salary related benefits will be paid to PSERS, SSI/M, and WC.

Paid leave days will be limited to a total of five (5) days. (Leave days can be used for personal, sick, emergency, etc. which would result in 181 days of work. Paid leave days require administrative approval.)

**Mr. Brice N. Benson**  
Superintendent

**Mr. Jeffrey S. Wagner**  
Business Manager

**Mr. Douglas Dickerson**  
High School Principal

**Ms. Kristin J. Zona**  
Elementary Principal

**Mrs. Kerri J. Dach**  
Director of Special Education

**Mrs. Anna M. Stewart**  
Assistant Principal

**Mr. Kevin C. Kolivoski**  
Technology Coordinator