

Substitute Classroom Aide

Frequently Asked Questions

Q: What happens if I picked up a shift and then can't work it?

A: You will have the ability to request a shift replacement if you are unable to work a claimed shift for any reason. The shift will be offered to all other aides in the pool for coverage.

Q: Do I get to pick which facility I work at?

A: You can claim any of the available shifts offered through the scheduler, and with that the ability to choose which facility you sub for.

Q: How many hours a week do I have to work?

A: You have the option to work up to 20 hours in a given week or work no shifts at all.

Q: Am I required to have experience to become a Substitute Classroom Aide?

A: Experience is not required. We will provide you with the necessary knowledge and training needed to perform the job of a substitute classroom aide.

Q: What if I decide being a Substitute Classroom Aide isn't for me?

A: That is totally ok! The Substitute Aide Pool program is designed as a flexible employment opportunity. If the job is not the right fit, you can leave the pool at any time.

Q: How long will the shifts be?

A: Shift times will vary based on the needs of the ECE facility.