

# Texas Employment Requirements

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## **General Requirements:**

Individuals becoming a substitute teacher, para-professional, classroom aide, or other educational position must meet State and willSub requirements. In addition to these requirements, the applicant should have some basic experience related to managing a classroom of students to ensure learning objectives are achieved.

These will include:

- Be 18 years of age or older
- Excellent communication skills (written & oral)
- Highly organized with exceptional time management skills
- An interest in working with students of various age groups
- Ability to create a positive learning atmosphere, focused on student involvement/interaction
- Ability to manage conflict and obtain positive results
- Professional demeanor and personal integrity
- Ability to demonstrate safe work habits and maintain a safe environment for students
- Ability to successfully pass all criminal background checks
- Must complete all required on-line training modules provided by Global Compliance Network (GCN)
- Ability to travel to various buildings within the district(s)
- Adherence to all willSub policies and all school district policies/guidelines

## **Permit & Education Requirements:**

- Vary by category

## **Certifications and Licenses:**

- Some districts increase pay based on education level and certifications. Education levels and certifications must be verified with Official United States accredited college transcripts and/or State of Texas teaching certificates.

## **Background Check Information:**

- The State of Texas requires anybody working in a school district to have a background check done.
- You are required to pay for your own background check when scheduling an appointment.
- Applicants cannot be processed without a valid background check.
- Details and instructions for fingerprinting are located within the application under the Background check step.