1. Instructed [Type] students in [Area of expertise] principles, concepts and in-depth subject matter.
2. Kept students on-task with proactive behavior modification and positive reinforcement strategies.
3. Diversified classroom instruction and group activities to successfully support students with unique strengths and learning styles.
4. Implemented outlined grading and assessment techniques to document growth, development and knowledge advancements during teacher absence.
5. Upheld classroom routines to support student environments and maintain consistent schedules.
6. Kept accurate and current attendance records and assignment sheets to maintain file compliance.
7. Followed classroom plans left by class teacher to continue student education and reinforce core concepts.
8. Administered standardized assessments with strict requirements and documented information in permanent records.
9. Assisted students of all ability levels develop life-long learning skills and good study habits.
10. Took over [Type] class for [Number] months, managing all classroom assignments, student needs and recordkeeping.
11. Repeatedly requested as substitute teacher for [Type] classrooms by teachers based on excellent past referrals and trusted performance.
12. Assisted students in ongoing projects and assignments on [Area of expertise] and conducted extra research to further understanding of topics.
13. Collaborated with teaching staff to devise and implement coordinated educational strategies and student support networks.
14. Communicated with parents regarding lesson plans and upcoming activities and provided feedback on student performance.
15. Leveraged classroom discussion strategies to engage students, promote topics and boost learning opportunities.
16. Used [Software] to maintain detailed records of student progress, attendance and assignments in teachers absence.
17. Organized and cleaned teaching areas after daily use to maintain high standards for returning teachers or other substitutes.
18. Integrated existing and new technology into classroom to help provide creative and fun learning environment.
19. Studied changing regional curriculums to maintain knowledge of lesson plans for short- and long-term substitute positions.
20. Proctored quizzes, tests and standardized examinations.