

6

**FOOLPROOF WAYS
TO GET YOU MORE**

**SUPPLY
TEACHING
WORK**



TEACHER
for a day

www.teacherforaday.com

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REGISTER

- Contact your state's governing bodies for Supply Teachers.
- Sign up with as many agencies and regions as you can.
- Register your details on websites specifically for Supply Relief or Substitute Teachers.
- Don't limit yourself to any particular sector if you want the maximum days possible for teaching.
- Contact Public, Private and Catholic sectors and put your name down.
- If you are qualified to teach both Primary AND High School or a subject you aren't as familiar with, get out of your comfort zone and put your name down in all options.
- Approach Special Schools for Supply work. It can be great experience to extend your skills and can be so rewarding.



GO THE DISTANCE

- Visit schools within at least an hour drive and hand out a resume.
- Call the school and ask for the email for the administrator who deals with Supply Teachers. Send the CV directly to them and this way you know it will get directly to them and not filed in the bin!
- Over an hour may seem far, but often schools are desperate for good supply staff and don't mind if you are late, as long as you show up.

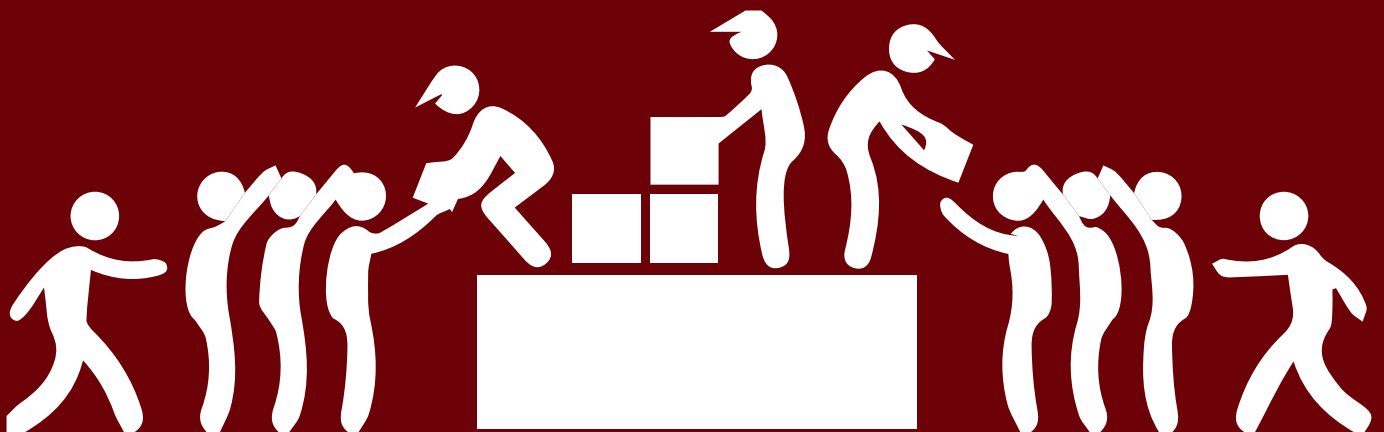


- Schools will sometimes book you ahead of time giving you plenty of notice to be organised anyway.
- The more territory you cover the better chance you have of more teaching days.



VOLUNTEER

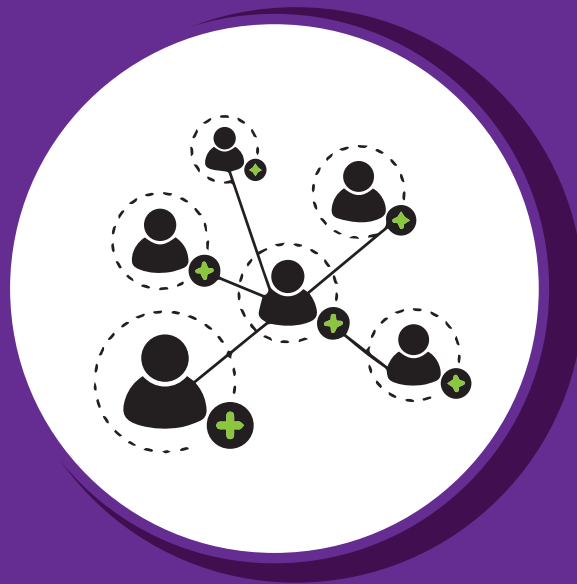
- Approach schools that you would like to teach at and offer to help out with reading groups, special needs or anywhere that needs assistance.
- Offer your support at numerous schools to widen your network.
- If you aren't working anyway you may as well be proactive about getting more work.
- It could be this small initiative that gets your foot in the door and on the preference list for Supply.





BE ORGANISED

- Be prepared for the unexpected.
- Flexibility is key when doing Supply Teaching.
- You may get a call for Year 3 only to arrive at school and be told you are teaching Music. Technology will fail, more often than not. Teachers won't leave a plan. Library lessons will get cancelled last minute and you will need to think fast to fill in the lesson. Be ready.
- Have engaging go-to lessons, especially for Literacy and Numeracy.
- Have some fun time-fillers and games that are age appropriate.
- Make sure you have an interesting fiction book that you can do activities with. Read for pleasure if you have 5-10 minutes to spare then do an activity if you have more time to fill.
- Art or Sport lessons are great to fill in the last session of the afternoon. Make sure the lesson needs few resources and equipment as you often don't have access to these things.



NETWORK

- Go to your old school, your kid's school, even your niece or nephew's school. If you're desperate, drop off your neighbour's kid (with permission of course) and swing by the office with your resume.
- People are much more likely to hire from recommendations or familiar faces.
- Ask anyone you know that is a teacher, teacher's aide or works in administration at a school to mention you to HR.
- Do something memorable when you send in your resume. Schmooze the office staff with a box of chocolates. Send the HR or Principal a digital portfolio demonstrating your skills and experience.
- Even if you know a school cleaner or groundsman hit them up to put in a good word for you.
- Use ALL the contacts you have. Everyone knows at least one teacher so put it out there.



BE AWESOME

- The best way to ensure you get an abundance of work is to be good at what you do.
- Be confident, and if you don't feel confident, just fake it till you make it (everyone else does, you are not alone!)
- Be firm but fair with the students from the start to set your expectations.
- Good behaviour management is imperative for a successful day teaching Supply.
- Reward positive behaviour.
- Find a time-filler or game that the students like to bribe them throughout the day.
- If a lesson isn't working, scrap it. A classroom under control is more important than just trying to cover content.
- Try not to yell. A calm, quiet voice can be just as effective.
- Remember you are only there for a day, so your job is to seamlessly fit in, so pick your battles with difficult students. Administration hates dealing with students because of a seemingly incompetent' Supply Teacher.
- Most importantly, have a little fun with them, you have the privilege of not being responsible for their grades so take time to enjoy the kids and remember why you became a teacher in the first place.



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**If you cover all
these bases, you'll
be knocking back
work before you
know it.**