



**PLEASE POST**

**HUMAN RESOURCE SERVICES DIVISION**

**Date:** July 10, 2024

**M E M O R A N D U M**

**To:** Certificated Applicants only

**From:** Director of Human Resources

**Re:** Temporary Certificated Vacancies for Adult School Sites for 2024-2025 School Year

**Deadline for these vacancies is Wednesday, July 17, 2024, at 4:30 p.m. unless otherwise noted.**

Certificated employees qualified and interested in being considered for the position(s) indicated below should complete a **Certificated Application for a Posted Position, Form No. AD-92** and submit via email to [Maricela.Reyes@sweetwaterschools.org](mailto:Maricela.Reyes@sweetwaterschools.org) or [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org) by the application deadline.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Montgomery Adult School	ESL Beginning PM	<b>Adult School Teacher (TEMPORARY)</b>	MOA-AD25-001
<i>Job Requisition 1440</i>		<b>14 hours per week</b>	
		<b>Monday &amp; Tuesday</b> 4:30 pm – 5:30 pm	
		<b>Monday through Thursday</b> 5:30 pm – 8:30 pm	
		<i>END DATE: June 2, 2025</i>	
Montgomery Adult School	ESL Multilevel / Integrated Education and Training	<b>Adult School Teacher (TEMPORARY)</b>	MOA-AD25-002
<i>Job Requisition 1712</i>		<b>32 hours per week</b>	
		<b>Monday through Thursday</b> 8:30 am – 12:30 pm	
		5:30 pm – 8:30 pm	
		<i>END DATE: June 2, 2025</i>	

**CREDENTIAL:** Valid or eligible for Adult Ed – English as a Second Language (ESL) credential or valid Single Subject credential or Multiple Subject credential with a full English Learner authorization and/or bilingual authorization.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Samantha Barba** at (619) 600-3803 for further information. If interested in the listed vacancy, please submit application **Form AD-92** via email to [maricela.reyes@sweetwaterschools.org](mailto:maricela.reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher - ESL](#) eligibility pool for 2024-25 school year.

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<u>Site</u>	<u>Subjects</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Montgomery Adult School	Intro to Engineering	<b>Adult School Teacher (TEMPORARY)</b>	MOA-AD25-003
<i>Job Requisition 586</i>		<b>16 hours per week</b>	
		<b>Monday &amp; Tuesday</b> 5:30 pm – 8:30 pm	
		<b>Wednesday &amp; Thursday</b> 4:30 pm – 8:30 pm	
		<b>END DATE: June 2, 2025</b>	

**CREDENTIAL:** Valid or eligible for Career Technical Education (CTE) – Building and Construction Trades credential or valid Single Subject Industrial and Technology Education (ITE).

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Samantha Barba** at (619) 600-3803 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Maricela.Reyes@sweetwaterschools.org](mailto:Maricela.Reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [CTE - Building and Construction Trades](#) or CTE – [Industrial and Technology Education/Industrial Arts Teacher](#) eligibility pools for 2024-25 school year.

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<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Montgomery Adult School	HSE Multilevel PM	<b>Adult School Teacher (TEMPORARY)</b>	MOA-AD25-004
<i>Job Requisition 355</i>		<b>14 hours per week</b>	
		<b>Monday &amp; Tuesday</b> 4:30 pm – 8:30 pm	
		<b>Wednesday &amp; Thursday</b> 5:30 pm – 8:30 pm	
		<b>END DATE: June 2, 2025</b>	

**CREDENTIAL:** Valid or eligible for Adult Ed – Elementary and Secondary Basic Skills credential or valid Single Subject credential or Multiple Subject credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Samantha Barba** at (619) 600-3803 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Maricela.Reyes@sweetwaterschools.org](mailto:Maricela.Reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher - Elementary & Secondary Basic Skills](#) eligibility pool for 2024-25 school year.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
National City Adult School <i>Job Requisition 1441</i> <i>Re-post</i>	Welder – Augmented Virtual Reality Welding	<b>Adult School Teacher (TEMPORARY)</b>  <b>16 hours per week</b>  <b>Monday &amp; Tuesday</b> 8:30 am – 11:30 am <b>Wednesday &amp; Thursday</b> 8:30 am – 12:30 pm  <b>END DATE: June 2, 2025</b>	NCA-AD24-036

**CREDENTIAL:** Valid or eligible for Career Technical Education (CTE) – Building and Construction Trades credential or Career Technical Education (CTE) - Manufacturing and Product Development credential or valid Single Subject Industrial and Technology Education (ITE)/Industrial Arts (IA) credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Karla Bueno** at (619) 336-9405 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Maricela.Reyes@sweetwaterschools.org](mailto:Maricela.Reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [CTE - Building and Construction Trades](#) or [CTE - Manufacturing and Product Development](#) or [Industrial and Technology Education/Industrial Arts Teacher](#) eligibility pools for 2024-25 school year.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
National City Adult School <i>Job Requisition 1108</i>	ESL Advanced / ESL Intermediate	<b>Adult School Teacher (TEMPORARY)</b>  <b>14 hours per week</b>  <b>Monday through Thursday</b> 5:30 pm – 7:00 pm 7:00 pm – 8:30 pm  <b>END DATE: June 2, 2025</b>	NCA-AD25-005

**CREDENTIAL:** Valid or eligible for Adult Ed – English as a Second Language (ESL) credential or valid Single Subject credential or Multiple Subject credential with a full English Learner authorization and/or bilingual authorization.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Karla Bueno** at (619) 336-9405 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [maricela.reyes@sweetwaterschools.org](mailto:maricela.reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher - ESL](#) eligibility pool for 2024-25 school year.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
National City Adult School  <i>Job Requisition 1135</i>	Basic Reading – Beginning / Foundational Literacy	<b>Adult School Teacher (TEMPORARY)</b>  <b>14 hours per week</b>  <b>Monday through Thursday</b> 5:30 pm – 7:00 pm 7:00 pm – 8:30 pm  <b>END DATE: June 2, 2025</b>	NCA-AD25-006

**CREDENTIAL:** Valid or eligible for Adult Ed – Elementary and Secondary Basic Skills credential or valid Single Subject credential or Multiple Subject credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Dr. Jay Marquand or Karla Bueno** at (619) 336-9405 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Maricela.Reyes@sweetwaterschools.org](mailto:Maricela.Reyes@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher - Elementary & Secondary Basic Skills](#) eligibility pool for 2024-25 school year

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Chula Vista Adult School  <i>Job Requisition 1724</i>	Building Maintenance & Ship Repair I	<b>Adult School Teacher (TEMPORARY)</b>  <b>16 hours per week</b>  <b>Monday through Thursday</b> 4:30pm – 8:30pm  <b>END DATE: June 2, 2025</b>	CVA-AD25-007
Chula Vista Adult School  <i>Job Requisition 1112</i>	Building Maintenance & Ship Repair I	<b>Adult School Teacher (TEMPORARY)</b>  <b>16 hours per week</b>  <b>Monday through Thursday</b> 8:30am-12:30pm  <b>END DATE: June 2, 2025</b>	CVA-AD25-008

**CREDENTIAL:** Valid or eligible for Career Technical Education (CTE) credential - Building and Construction Trades or Manufacturing and Product Development credential or valid Single Subject Industrial Technology Education/Industrial Arts credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Maribel Regalado** at (619) 796-7006 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [CTE - Building and Construction Trades](#) or [CTE - Manufacturing and Product Development](#) or [Industrial Technology Education/Industrial Arts Teacher](#) eligibility pool for 2024-25 school year.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Chula Vista Adult School <i>Job Requisition 1113</i>	Medical Assistant-Administrative	<b>Adult School Teacher (TEMPORARY)</b>  16 hours per week  Monday through Thursday 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	CVA-AD25-009
Chula Vista Adult School <i>Job Requisition 1114</i>	Medical Terminology/Med Ins Billing Intro Coding	<b>Adult School Teacher (TEMPORARY)</b>  16 hours per week  Monday through Thursday 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	CVA-AD25-010
Chula Vista Adult School <i>Job Requisition 1736</i>	Medical Terminology/Med Ins Billing Intro Coding	<b>Adult School Teacher (TEMPORARY)</b>  16 hours per week  Monday through Thursday 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	CVA-AD25-011

**CREDENTIAL:** Valid or eligible for Career Technical Education (CTE) credential – Health Science and Medical Technology or School Nurse credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Maribel Regalado** at (619) 796-7006 for further information. If interested in the listed vacancy, please submit application [Form AD-92](#) via email to [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org).

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [CTE - Health Science and Medical Technology](#) or [School Nurse](#) eligibility pool for 2024-25 school year.

<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Chula Vista Adult School <i>Job Requisition 1688</i>	ESL Multilevel	<b>Adult School Teacher (TEMPORARY)</b>  32 hours per week  Monday through Thursday 8:30am-12:30pm 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	CVA-AD25-012
Chula Vista Adult School <i>Job Requisition 1111</i>	ESL Intermediate Workplace/ESL Advanced Workplace	<b>Adult School Teacher (TEMPORARY)</b>  14 hours per week  Monday & Tuesday 4:30pm-8:30pm  Wednesday & Thursday 5:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	CVA-AD25-013

**CREDENTIAL:** Valid or eligible for Adult Ed – English as a Second Language (ESL) credential or valid Single Subject credential or Multiple Subject credential with a full English Learner authorization and/or bilingual authorization.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Maribel Regalado** at **(619) 796-7006** for further information. If interested in the listed vacancy, please submit application **Form AD-92** via email to [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org)

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher – ESL](#) eligibility pool for 2024-25 school year.

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<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Chula Vista Adult School	ABE Beg Math/ABE Inter Math/HSE Adv Math	<b>Adult School Teacher (TEMPORARY)</b>	CVA-AD25-014
<i>Job Requisition 1687</i>		<b>32 hours per week</b> <b>Monday through Thursday</b> 8:30am-12:30pm 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	

**CREDENTIAL:** Valid or eligible for Adult Ed - Elementary and Secondary Basic Skills credential or valid Single Subject credential or Multiple Subject credential.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Maribel Regalado** at **(619) 796-7006** for further information. If interested in the listed vacancy, please submit application **Form AD-92** via email to [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org)

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher – Elementary & Secondary Basic Skills](#) eligibility pool for 2024-25 school year.

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<u>Site</u>	<u>Subject(s)</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
San Ysidro Adult School	ESL Multilevel	<b>Adult School Teacher (TEMPORARY)</b>	SYA-AD25-015
<i>Job Requisition 1249</i>		<b>32 hours per week</b> <b>Monday through Thursday</b> 8:30am-12:30pm 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	
San Ysidro Adult School	ESL Beginning Workplace/ESL Beginning Academic	<b>Adult School Teacher (TEMPORARY)</b>	SYA-AD25-016
<i>Job Requisition 1739</i>		<b>32 hours per week</b> <b>Monday through Thursday</b> 8:30am-12:30pm 4:30pm-8:30pm  <i>END DATE: June 2, 2025</i>	

**CREDENTIAL:** Valid or eligible for Adult Ed – English as a Second Language (ESL) credential or valid Single Subject credential or Multiple Subject credential with a full English Learner authorization and/or bilingual authorization.

**REQUIREMENTS:** Experience in Adult Education in specific content areas is preferred. Additionally, the position requires cultural sensitivity, good classroom management skills, and the ability to motivate students.

You may contact **Mirna Garcia** at **(619) 428-7205** for further information. If interested in the listed vacancy, please submit application **Form AD-92** via email to [Martha.Robles@sweetwaterschools.org](mailto:Martha.Robles@sweetwaterschools.org)

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an Edjoin application for the [Adult Education Teacher – ESL](#) eligibility pool for 2024-25 school year.

**VOIDED POSTINGS**