



PLEASE POST

HUMAN RESOURCE SERVICES DIVISION

Date: March 10, 2025

M E M O R A N D U M

To: Certificated Applicants only

From: Assistant Superintendent of Human Resources

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

Deadline for these vacancies is Monday, March 17, 2025, 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 or 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 Multilevel / Integrated Education and Training	Adult School Teacher (TEMPORARY)	MOA-AD25-002
<i>Job Requisition 1712</i>		32 hours per week	
<i>Re-post</i>		Monday through Thursday 8:30 am – 12:30 pm 5:30 pm – 8:30 pm	
		<i>END DATE: June 2, 2025</i>	
<u>Site</u>	<u>Subjects</u>	<u>Special Qualifications/Descriptions</u>	<u>Position Number</u>
Montgomery Adult School	ESL Beg Workplace / ESL Beg Academic	Adult School Teacher (TEMPORARY)	MOA-AD25-024
<i>Job Requisition 2952</i>		14 hours per week	
		Monday & Tuesday 4:30 pm – 5:30 pm Monday through Thursday 5:30 pm – 7:00 pm 7:00 pm – 8:30 pm	
		<i>END DATE: June 2, 2025</i>	

<u>Site</u> Montgomery Adult School	<u>Subject(s)</u> ESL Beg Workplace / ESL Beg Academic	<u>Special Qualifications/Descriptions</u> Adult School Teacher (TEMPORARY)	<u>Position Number</u> MOA-AD25-025
----------------------------------------	--------------------------------------------------------------	--------------------------------------------------------------------------------	----------------------------------------

Job Requisition 3346

17.83 hours per week

Monday through Thursday
8:30 am – 10:30 am
10:30 am – 12:30 pm
Monday & Tuesday
4:30 pm – 5:25 pm

END DATE: June 2, 2025

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 **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.

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> National City Adult School	<u>Subject(s)</u> Hospitality Management	<u>Special Qualifications/Descriptions</u> Adult School Teacher (TEMPORARY)	<u>Position Number</u> NCA-AD25-026
-------------------------------------------	---------------------------------------------	--------------------------------------------------------------------------------	----------------------------------------

Job Requisition 2994

16 hours per week

Monday & Tuesday
8:30am – 11:30am
11:30am – 12:30pm

Wednesday & Thursday
8:30am – 12:30pm

END DATE: June 2, 2025

<u>Site</u> National City Adult School	<u>Subject(s)</u> Hospitality Management	<u>Special Qualifications/Descriptions</u> Adult School Teacher (TEMPORARY)	<u>Position Number</u> NCA-AD25-027
-------------------------------------------	---------------------------------------------	--------------------------------------------------------------------------------	----------------------------------------

Job Requisition 2995

16 hours per week

Monday & Tuesday
4:30pm – 5:30pm
5:30pm – 8:30pm

Wednesday & Thursday
4:30pm-8:30pm

END DATE: June 2, 2025

CREDENTIAL: Valid or eligible for Career Technical Education (CTE) credential – Hospitality, Tourism, and Recreation 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 **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.

In lieu of completing Form AD-92, all external applicants and SUHSD substitutes must complete an EdJoin application for the [CTE - Hospitality, Tourism, and Recreation](#) 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	Medical Terminology/Med Ins Billing Intro Coding	Adult School Teacher (TEMPORARY)	CVA-AD25-010
<i>Job Requisition 1114</i>		16 hours per week	
<i>Re-post</i>		Monday through Thursday 4:30pm-8:30pm	
		END DATE: June 2, 2025	
Chula Vista Adult School	DL-Medical Terminology	Adult School Teacher (TEMPORARY)	CVA-AD25-019
<i>Job Requisition 1737</i>		16 hours per week	
<i>Re-post</i>		Monday through Thursday 4:30pm-8:30pm	
		END DATE: June 2, 2025	

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.

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.

VOIDED POSTINGS

SYA-AD25-022/CVA-AD25-023 (Job RQ 1725/1735)