

**RICHMOND SCHOOL DISTRICT**  
**An Arrowhead Area School**  
**N56 W26530 Richmond Road**  
**Sussex, WI 53089**  
**Phone: 262-538-1360 Fax: 262-538-1572**  
**Website: [www.richmond.k12.wi.us](http://www.richmond.k12.wi.us)**

Job Title: **Substitute Teacher**

Contact: Front Office

Qualifications: Appropriate Wisconsin Licensure

Requirements: The successful candidate will work directly with students to meet grade level skills and competencies.

Compensation: \$100/day

Application Procedures: Interested candidates should **stop by** the Richmond School front office. Please bring a copy of your substitute license, your driver's license, social security card (or current passport) and a voided check to fulfill our paperwork requirements. This will allow us to add your name to our substitute calling database.

Description: Richmond School District is a progressive K-8 school district enrolling approximately 500 students. Upon graduation from 8<sup>th</sup> grade, the majority of students attend Arrowhead Union High School. Richmond School District is located in Sussex, Wisconsin and is an equal opportunity employer.