

# BECOMING A SUB



## **How to become a substitute teacher:**

- Obtain a short call sub certificate from the Northwest Service Cooperative website ([www.nw-service.k12.mn.us](http://www.nw-service.k12.mn.us))
- Show proof of having a 4 year college degree
- Fill out an application and background check form found on our website ([www.warroad.k12.mn.us](http://www.warroad.k12.mn.us)) and return all items to Trish Gausen

Please submit a letter of application with professional resume, completed certified application, three letters of recommendation to [trish\\_gausen@warroad.k12.mn.us](mailto:trish_gausen@warroad.k12.mn.us) no later than 4:00 pm on the deadline date listed on the job posting.

Only qualified finalists will be interviewed

Application can be picked up in the District Office or found online at [www.warroad.k12.mn.us](http://www.warroad.k12.mn.us).

We are an equal opportunity employer.