

Elementary Librarian/Substitute Teacher

Call ID: NAD-PSES-000352-2024

Where: Koror, Palau

When: Jul 1, 2024 - Jun 30, 2025

Summary

The Librarian is expected to keep the library organized and in order. Books, magazines, and other library resources need to be tracked and inventoried properly. The librarian will organize schedules for different classes to visit the library to check out books and other projects where library materials are needed. In addition to having library responsibilities, the librarian will also help with tutoring and Basic ESL lessons. Lastly, the librarian will help with substituting duties as well as basic office duties. As substitute a teacher, you will be involved in all aspects of teaching various classes. This may include lesson planning, grading, classroom management, counseling, instruction, supervision, keeping a clean classroom, contacting parents, and extra-curricular activities. Due to the changing needs of our schools be ready to help serve in whatever way is needed. Will also be involved with church activities both in-reach and out-reach. Church attendance is required.

Destination

Koror Palau

Term

Long-Term, 10 - 12 months, Jul 1, 2024 - Jun 30, 2025

Position

Type: Librarian, Total People Required: 1, Target Age: Any

Finances

Cost: \$0.00, Monthly Living Allowance: \$500.00, Local Currency: USD, Finance Type: Regular (Shared Funding)

Lodging & Food

Housing provided. Food is not provided.

Restrictions:

No coed accommodations.

Gender Lodging: Either

Marital Status Lodging: Single

Child Accommodations: Not Specified

Health Notes

Not Specified

Dress

Acceptable:

Unacceptable:

Duties

Baptized and active member of SDA Church. See Description for scope of duties.

Experience

Not Specified

Education

1-Yr College

Education Concentration

Not Specified

Languages

English (fluent)

Trade Skills

Any

Host « Private »

Host Contact « Private »

Travel Documentation

Travel

Destination City Koror Destination Airport Koror

Medical

Required Inoculations (not set) HIV Clearance Required? No

Medical Recommendations (not set)

Visa

Visa Required? No Visa Type (not set)

Visa Application By (not set)

Work Permit Required? No

Work Permit Application By (not set)

Police Clearance Required? No

Child Protection Required? No

Send Documentation To (not set)

Documentation Deadline (not set)

Visa Travel Details

(not set)

Interview

Phone Interview Required? Yes

Signed Agreement Required? No

Orientation

Orientation on Site? Yes

Orientation Stipend? No

Travel Advisory

Palau

1 Exercise normal precautions

Reissued with obsolete COVID-19 page links removed.

Exercise normal precautions in Palau.

Read the [country information page](#) for additional information on travel to Palau.

If you decide to travel to Palau:

- Enroll in the [Smart Traveler Enrollment Program \(STEP\)](#) to receive Alerts and make it easier to locate you in an emergency.
- Follow the Department of State on [Facebook](#) and [Twitter](#).
- Follow the Embassy on [Facebook](#).
- Review the [Country Security Report](#) for Palau.
- Visit the CDC page for the latest [Travel Health Information](#) related to your travel.
- Prepare a contingency plan for emergency situations. Review the [Traveler's Checklist](#).