Librarian / Substitute Teacher

Call ID: NAD-PSES-000936-2027
Where: Koror, Palau
When: Jul 26, 2027 - Jun 9, 2028

Summary

The volunteer will maintain and supervise library use and is always ready to substitute any classes from grades K-8. This role is a heart-led journey that combines academic instruction with spiritual mentorship. The teacher is expected to reflect Christ's love in every interaction while warmly embracing the local island culture. As a valued member of the school family, the volunteer remains flexible and ready to support the mission wherever needed. Responsibilities include lesson planning, classroom management, and student supervision, alongside active participation in extracurricular activities and local church ministries. By serving with a willing spirit, the volunteer becomes an essential part of the school's mission to nurture both minds and souls.

Destination

Koror Palau

Term

Long-Term, 10 - 10 months, Jul 26, 2027 - Jun 9, 2028

Position

Type: Librarian, Total People Required: 1, Target Age: College (18-25)

Finances

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

Lodging & Food

Lodging

Main volunteer apartments have Wi-Fi access; Volunteer share an air-conditioned apartment with other volunteers of the same gender; Shared bathroom with hot water; Basic furniture, bed, and drawer/closet space are provided.; Kitchen is supplied with a stove or counter-top burner, a refrigerator, a microwave oven, rice cooker, and toaster; Tableware, flatware, basic cooking utensils, kettles and frying pans are provided; A bucket, mop, broom, dustpan, and toilet brush are provided; Volunteer provides his/her own pillow, sheets, blankets, towels, dish clothes/towels, and cleaning supplies.

Food

Volunteers prepare their own meals. A monthly stipend of $500.00 cover groceries and personal needs. Most food is imported from the US, China, and Taiwan, so prices can be higher. American, Japanese, Korean, Chinese, and Filipino food brands are available on the island. There's imported beef, chicken, and salmon but

local fresh fish is abundant. There are also several vegetarian options.

Restrictions:

If lodging is shared, opportunity will be limited to same gender, unless a married couple serves together.

Gender Lodging: Either

Marital Status Lodging: Single

Child Accommodations: Not Specified

Health Notes

Health clearance required.

Go to www.cdc.gov and click on travelers' health and choose your destination recommendation.

Dress

Acceptable:

Work Uniform

Male: long pants – dress slacks or khaki pants, no denim

Female: loose-fitting, below the knee skirts

Both: solid-colored collared polo shirts, closed shoes or sandals – Oxford, loafers

Church Clothes

Male: long pants – dress slacks or khaki pants, no denim, collared shirt, and button-up shirts, closed shoes – Oxford, loafers

Female: below the knee skirts and dresses, sleeveless is only allowed with cardigan on, church shoes

Outings/Personal Outings

Female: mid-thigh or longer shorts, jeans, t-shirts, flip-flops, Tevas/Chacos, sneakers

Male: always have a top on when outside even when swimming

Hair

Natural hair color

Male: length of hair should not touch the collar, ear (helix), and eyebrow

Unacceptable:

Work Uniform: shorts, tank tops, sleeveless, slippers; pants for female

Church Clothes: shorts, tank tops, sleeveless, see-through, low neckline, low back, tight-fitting, pants for female

Outings/Personal Outings: above the thigh shorts for ladies, sleeveless, tight-fitting clothing, bikinis without shirt or short over it

Accessories: jewelry of any kind, heavy make-up, dark lipstick

Hair

Male: Long hair, long facial hair

Female: unnatural hair color

Duties

Duties

By precept and example the employee will seek to uphold Christ as Friend and Lord and will endeavor to lead students to a similar understanding; As a teacher at PSDAES, your primary responsibility is to provide high-quality instruction while striving to restore God's image in every student. You will manage all aspects of the classroom, including developing lesson plans, maintaining scholastic records, and ensuring a clean, positive learning environment in accordance with the student handbook. Beyond academic instruction, you will play a vital role in the school's spiritual and campus life. This includes mentoring students through class devotional, chapels, and vespers worships, supervising lunch and campus activities, and attending all staff meetings and professional training. As a missionary, you are also expected to support the local church through church participation, teaching Sabbath School classes, prison ministry, assisting Pathfinders, or other ministries, helping students cultivate a heart for worshiping God and serving humanity.

Qualifications

- Have a heart to serve
- A baptized and an active member of the Seventh-day Adventist Church
- Completed at least 1 year of College
- Have a passion to integrate the Bible into all aspects of life
- Organizational ability to keep library structured
- Proficient in English both oral & written
- Competent in digital learning and fluency
- Adaptable and flexible to substitute across K-8 grade levels and subjects at a moment's notice
- Be in good physical, mental, and emotional health; Willing to serve 10 months

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Experience

Big on structure and organization

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	Roman Tmetuchl International Airport (ROR)

Medical

Required Inoculations	Required Inoculations-Hepatitis B	HIV Clearance Required?	No
Medical Recommendations	For the latest requirements and recommendations go to www.cdc.gov and click Travelers' Health, then choose your destination recommendation.		

Visa

Visa Required?	Yes	Visa Type	1
Visa Application By		Volunteer / Sponsor	
Work Permit Required?		Yes	
Work Permit Application By		Calling Organization	
Police Clearance Required?		Yes	
Child Protection Required?		Yes	
Send Documentation To		avs@gmmsda.org	
Documentation Deadline		May 31, 2026	

Visa Travel Details

NON-US Citizens are responsible for making their own travel arrangements. Contact avs@gmmsda.org with questions regarding visa details.

Interview		**Orientation**	
Phone Interview Required?	Yes	Orientation on Site?	Yes
Signed Agreement Required?	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.