



Employment Information

Substitute Teachers



In order to substitute teach in Pima County JTED District, we require that applicants abide by the following requirements:

- Be certified to substitute teach in Arizona (either a regular teaching certificate or a substitute certificate).
- Applicant's certificate must be registered in Pima County, Office of the Superintendent of Schools at 130 West Congress.
- A substitute certificate can be obtained if you have a college degree in any area and approval by the certificate office. Complete the substitute teacher application and attach a copy of the appropriate certification.
- Fill out a Substitute Application
Please complete this application and submit the following items:
 - *Your Arizona Teaching Certificate or Substitute Certificate
 - *Fingerprint Clearance Card
 - *Immunization Verification (MMR)
 - *Two Reference Letters
 - *Identification: Drivers License AND Social Security Card
- Walk-in or mail the documentation to:

[Guest Application –Click here!](#)

Pima County JTED
Attention: Chris Suarez
2855 W. Master Pieces Dr.
Tucson, AZ 85741

Upon approval, you will be notified by phone and scheduled for an orientation.

For additional information about becoming a Pima County JTED substitute teacher,

Pima County JTED, 2855 W. Master Pieces Drive, Tucson, AZ 85741, 520-352-JTED(5833)

Pima County JTED is an Equal Opportunity Employer

please contact Chris Suarez or Mary Andrade at 352-JTED (5833)

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