

TEACHER AND STAFF SELECTION TOOLKIT

A GUIDE FOR DISTRICTS AND SCHOOLS

STEP 2: BEGIN RECRUITMENT



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Recruitment is a special part of the selection process, because you are “selling” your organization and the roles you offer. The selection process mostly requires candidates to prove themselves to you, but during the recruitment phase, you must prove that your organization deserves their talent.

For this reason, we have created a separate, short toolkit to guide and support districts and schools through their recruitment efforts. We briefly list the steps below, but readers should turn to the Opportunity Culture Recruitment Toolkit for the action steps and tools needed for this step.

1. IDENTIFY THE HIRING NEED

The district works with school leaders to determine the number of open positions and details about them for each role, and to set diversity goals. Districts may need to ask incumbent teachers to formally declare their intent to return to Opportunity Culture schools by late March, so that offers to new candidates can be made shortly afterward. Even if these details are not finalized, the district must begin recruitment by March at the latest to attract a large pool of excellent candidates

and to capture their interest before they commit to other jobs.

2. COMMUNICATE WITH CANDIDATES

Recruiters must clearly communicate the nature of the new school models, the roles within, and the benefits to teachers and students. Leaders must invest time in communicating clearly, use a variety of media to reach a regional and national audience, and engage teachers already in Opportunity Culture schools in using their networks to recruit top peers.

Click here to go to the [Opportunity Culture Recruitment Toolkit](#). Then return to [Step 3](#) of the Teacher and Staff Selection Toolkit.