

RSU 50
922 DYER BROOK ROAD
DYER BROOK, MAINE 04747
Tel: (207) 757-8223 Fax: (207) 757- 8257

APPLICATION FOR TEACHING POSITION

RSU 50 IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION

Date: _____ Position(s) applying for:(Grade level, subject, other)

Name: _____

Social Security No. _____ (OPTIONAL: Required upon hire)

When will you be available? _____

Permanent Address: _____ Phone: _____

Temporary Address: _____ Phone: _____

EDUCATION: Transcripts, including grades from all college(s)/university(s) attended must be provided. It is essential that this section be completed accurately.

| <u>College/University Attended</u> | <u>Degree Awarded (if any)</u> | <u>No. Yrs.Attended</u> | <u>Grade Point Avg.</u> |
|------------------------------------|--------------------------------|-------------------------|-------------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Number of semester hours in:

_____ Reading _____ Math _____ Special Education

Major (Subject) _____ (Hrs.) _____ Other: _____ (Hrs.) _____

Minor (Subject) _____ (Hrs.) _____ Other: _____ (Hrs.) _____

CERTIFICATION: list certification(s) you hold and provide copies of certification

| Type | State | Date Issued | Date of Expiration |
|-------|-------|-------------|--------------------|
| CHRC | ME | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Note: Candidates who have not been fingerprinted in Maine for the Criminal History Record Check (CHRC) and/or do not hold Maine certification should contact the Maine Department of Education, Certification Office, 23 State House Station, Augusta, Maine 04333 (207) 624-6603 or <http://www.informe.org/cgi-bin/doe/fingerprint.pl>

RSU 50
"Challenging, educating, and equipping all for productive global citizenship."

If you do not hold a Maine certificate, for what type of Maine certificate are you applying and eligible?

In which of the following areas are you a "Highly Qualified Teacher" as defined by NCLB and Maine State law?

- Reading English/Language Arts Math Science Social Studies NA

I am not currently a "Highly Qualified Teacher" as defined by NCLB and Maine State law?

My plan to meet this requirement is:

EXPERIENCE: A resume must be provided. In addition to educational background and work experience, include extra-curricular activities in which you have been involved. Please list below positions held, employer and dates of employment for the past ten years. Please account for any gaps in employment on a separate page.

| <u>From (month/year)</u> | <u>To (month/year)</u> | <u>Position</u> | <u>Employer</u> |
|--------------------------|------------------------|-----------------|-----------------|
| <hr/> | <hr/> | <hr/> | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |
| <hr/> | <hr/> | <hr/> | <hr/> |

Total number years of teaching experience _____.

Other relevant work experience and achievements: _____

Civic and community involvement: _____

Membership in professional organizations: _____

BACKGROUND:

- *Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes _____ No _____
- *Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes _____ No _____
- *Has your contract in a prior position ever been non-renewed? Yes _____ No _____
- *Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not been approved? Yes _____ No _____
- *Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes _____ No _____
- *Have you ever been convicted of a crime (other than a minor traffic offense)? Yes _____ No _____
- *Have you ever entered a plea of guilty or “no contest” (nolo contendere) to any crime (other than a minor traffic offense)? Yes _____ No _____
- *Have you ever had a professional license or certificates suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes _____ No _____
- *Has any court ever deferred, filed or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs and/or imposed a requirement as to you behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes _____ No _____

If you have answered YES to any of the previous questions, provide full details on an additional sheet, including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

REFERENCES: List three, two of whom are most recent supervisors, who can comment on your ability and whom we may contact. In addition, please provide three letters of reference from persons who are not related to you (may be from references listed below).

| Name | Position | Address | Phone |
|------|----------|---------|-------|
| | | | |
| | | | |
| | | | |

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that **RSU 50** contacts in connection with my employment application to fully provide **RSU 50** any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against **RSU 50**, its agents and officials or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include board member, administrators, other staff, and members of the community. I give my consent to this disclosure.

Signature/Date

HIRING PROCESS:

Thank you for your interest in RSU 50.

The application, interview and nomination processes will include the following steps:

- Upon receipt of applications, the appropriate administrator and interview team screen applications.
- The administrator and interview team conduct first interviews, screen candidates again, and then may conduct second interviews with selected candidates.
- The administrator recommends candidate(s) to the superintendent, and the superintendent’s office contacts candidate(s) to establish an appointment for an interview with the superintendent.
- The superintendent interviews candidate(s) and selects one, notifies the candidate of the selection, and recommends the candidate to the school board.
- The school board approves the candidate.
- The superintendent issues a contract of employment to the approved candidate.
- The superintendent’s office notifies other applicants that the position has been filled.

Applications are reviewed when complete. Please refer to the application checklist of required application components at the end of the application.

APPLICATION CHECK LIST:

The completed employment application cannot be evaluated unless all of the following materials have been provided:

- _____ Application form fully completed
- _____ Copies of Transcript(s)
- _____ Copy of Maine Certification(s) and CHRC (fingerprinting) approval from Maine D.O.E.
- _____ Highly Qualified Teacher documentation / Praxis Scores
- _____ Resume
- _____ Gaps in employment during the past ten years explained
- _____ Illustration of your philosophy of teaching
- _____ YES to any of the questions in the Background section explained
- _____ Three (3) letters of reference
- _____ Application signed

ALL APPLICATION MATERIALS BECOME THE PROPERTY OF RSU 50 AND WILL BE HELD FOR A PERIOD OF TWO (2) YEARS. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.

ALL QUESTIONS should be directed to the Superintendent of Schools.

*Please **DO NOT** contact School Board members.*

If you have questions, please contact the central office at (207) 757 – 8223.