

School District of Indian River County



Human Resources Department Recruitment Plan

“Think about the future, but what's important is to really focus on what's going on today, and be willing to take many paths to get to your end goal.”

COO of Facebook, Sheryl Sandberg

Introduction

In a deliberate effort to serve all students with excellence, our goal is to intentionally recruit and employ highly skilled and motivated individuals for every position. To do so, we will proactively seek the best candidates through formal and informal activities.

This will be accomplished with developed timelines for recruitment, a diverse and qualified recruitment and selection team, and continued effort to analyze the outcomes and effectiveness of recruitment sources and strategies.

Attract a high-quality workforce

1. We will examine staffing needs by identifying the following:
 - number of potential non-renewals
 - possible shortages due to retirement and resignations
 - teachers who must renew their certifications
2. We will examine previous recruitment efforts to evaluate diversity, effectiveness, major source(s) of new hires
3. We will engage our community and advertise recruitment travel plans on the District's website.
4. We will create and use Human Resources social media pages to promote and advertise job openings.
5. We will implement skype interviews and organize on-site job fairs.
6. We will establish deadlines for recruitment and selection.
 - Fill all teacher openings by July 15th.
 - Post general job announcements for anticipated and known vacancies by April 1st
7. We will develop statement describing the ideal candidate.
 - Example: "The ideal candidate is a student-centered, life learner who is philosophically aligned with the mission and the vision of the District, and is eager to take advantage of the many opportunities available for both students and staff."
8. We will maintain steady communication with any candidate who receives a *Letter of Intent* during any of our recruitment events.
9. We will implement a IRSC and Florida HBCU's Presentation by Dr. Deborah Long.

Strategies for Recruitment

1	Post job openings on AppliTrack https://www.applitrack.com/indianriver/onlineapp/
2	Share job openings on District HR social media and networking sites
3	Attend career fairs in Florida and other states to target specific candidates.
4	Partner with local and regional two-year and four-year colleges that include coordination with career services and campus job fairs to begin recruiting prospective applicants before college graduation.
5	Conduct skype interviews - February
6	Hold SDIRC Job Fair – February 13, 2019
7	Hold SDIRC Transportation Department Job Fair – March 8, 2019
8	Hold SDIRC Substitute Teacher and Substitute Teacher Assistant Job Fair – June 26, 2019

Target specific candidates

The requirements of the District's desegregation order necessitate the increase of ethnic/racial diversity within our teaching workforce. The following are strategies to align our focus.

1. Involve current staff of diverse ethnicities in the recruitment and selection teams.
2. Partner with local and/or regional Historically Black Colleges and Universities to identify potential candidates.
3. Explore the career sites of national organizations, such as the Hispanic Association of Colleges and Universities and the National Alliance of Black School Educators to ultimately, establish a partnership.
4. Tailor marketing messages and images that represent adults and children of diverse races/ethnicities as well as testimonials. Example site: www.diverseeducation.com

5. Offer a *Letter of Intent* to highly needed teachers that provides a job in the District once a position becomes available.
6. Participate in the DIVERSITY IN ED Virtual Job Fair and post regular job openings.

Use District HR Social Media to aid in recruiting efforts

The four most common social media sites include: Facebook, Linked In, Twitter and YouTube.

Human Resources currently use Facebook, Twitter and Linked In. HR's Facebook and Twitter accounts are now connected to ensure efficiency in our posts. Our goal is to eventually use the District's YouTube channel to advertise upcoming recruitment events.

Establish a Recruitment Team

The recruitment team will consist of individuals with different perspectives and expertise who have demonstrated a commitment to diversity. The participants should be familiar with the District's staffing needs, the qualifications needed and the selection of the ideal candidate. Principals can recommend staff members they would like to be part of the recruitment team.



School District of Indian River County

2018-19 Teacher Recruitment Schedule



The School District of Indian River County is seeking highly motivated, dedicated and enthusiastic educators to join our remarkable team as we continue to make incredible strides in education. The School District of Indian River County is in Vero Beach, FL and is a great place to live, learn and work. We are an organization that educates and inspires every child to be successful.

STATE	CITY	RECRUITMENT EVENT	EVENT DATE
Florida	St. Augustine	Flagler College Education Networking Career Fair	10/02/2018
Florida	Orlando	UCF 2018 Fall Recruitment Career Fair	11/16/2018
Florida	Vero Beach	SDIRC Career Fair	02/13/2019
Florida	Orlando	Great Florida Teach In	04/08/2019
Virtual Career Fair	Virtual Career Fair	DIVERSITY in Ed Career Fair	04/10/2019
Florida	Tallahassee	FSU-Education and Library Career Fair	04/24/2019
North Carolina	Greensboro	NC A&T State University Education Career Fair	03/12/2019
Florida	Orlando	Multicultural and 1 st Generation Knights Networking Event	01/28/2019
Georgia	Augusta	Augusta University K-12 Educator Expo Career Fair	02/07/2019
Florida	Orlando	Florida Fund for Minority Teachers	03/09/2019
North Carolina	Greensboro	UNC Education Career Fair	03/13/2019
Florida	Pensacola	UWF All Majors Career & Internship Fair	03/27/2019
Florida	Boca Raton	FAU Careers in Education Career Fair	04/02/2019
Florida	Gainesville	UF Careers in Education	04/03/2019
Florida	Tallahassee	FAMU	03/06/2019
Florida	FT. Lauderdale	Nova Southeastern University Recruit a Shark Day	03/14/2019

Please follow this [link](#) to recruitment events calendar on SDIRC website.

This recruitment plan is a working document. Adjustments to the recruitment team and plan will be made as necessary to find qualified diverse candidates.