

Sharon Fuery

Northside ISD, Texas
Association of School
Administrators, Texas
Association of School
Boards, & Texas
Association of School
Personnel
Administrators

NORTHSIDE INDEPENDENT SCHOOL DISTRICT

Human Resources Department

5617 Grissom Road
San Antonio, Texas 78238
(210) 706-8600 / (210) 706-8627 fax
www.nisd.net

Efforts to Recruit Teachers

HR Recruiting Team – The HR Recruiting Team is composed of administrative staff from various departments and campuses. Members of the team include directors of specific departments and programs (Fine Arts, Athletics, Health Services, Library Services, Bilingual Education, Special Education, Guidance and Counseling, Adult and Community Education, etc.) and campus vice principals and assistant principals. These individuals are trained by Human Resources administrators in the interviewing and screening process to ensure consistency. They also assist with recruiting by attending conferences and job fairs.

The Winocular Applicant Tracking System – The Winocular Applicant Tracking System is utilized to track and screen applicants for positions in the district. All principals and department heads have access to this system on their PC. They can review all documents that have been submitted by applicants including references. The system assists them in having information readily available for their consideration.

Online Application – The online application is a feature of the Winocular Applicant Tracking System. It is easily accessible on the district web site. There is also a link on the recruiting CD. This process of cutting-edge technology makes the application available immediately. The district can review and process applications more efficiently with a faster turn around rate. The district process approximately 4,000 professional applications per year.

Recruiting CD – Northside replaced the traditional recruiting packets with a cutting-edge recruiting CE in 2001. The CD contains information about the school district and has direct links to the most current information on salaries, benefits, the school calendar, instructional and extra-curricular programs, etc. It also has an introductory video. Students at Communications Arts High School produced this CD in cooperation with the Human Resources staff.

University Collaboration – A very important component of recruiting is the relationship between the Human Resources Department, campus staff and the teacher preparation programs at the colleges and universities and alternative certification programs. Northside hosts an average of 250 student teachers each year from area colleges and universities. This number also includes student teachers from the University of Northern Iowa, Illinois State University, and Winona State University

(Minnesota). The partnership with these out of state universities is coordinated to provide their students with a multicultural experience working with students. The Human Resources staff also provides orientation and training sessions for student teachers on how to prepare a resume' and the interview process.

Media Coverage - Each year, the Human Resources Department works closely with the Communications Department to put together a news release that is sent to the local media. Pertinent information about the "need for teachers" as well as recruitment information is made available. Northside has been very successful at getting excellent coverage for the past four years.

Saturday Interviews - Northside conducts screening interviews on Saturdays from 8:00 AM - 12 Noon for applicants. Members of the HR Recruiting Team are utilized and can each interview up to eight applicants (each interview is thirty minutes). We run anywhere from seven to ten schedules per Saturday. Two Saturdays are scheduled in the fall and seven to ten Saturdays are scheduled in the spring to accommodate applicants. This is very popular because most applicants are teaching or student teaching and they do not have to be absent because of an interview. This also assists in providing more opportunities to interview applicants with less wait time. The district also provides interviews during the week. Northside conducts approximately 2,000+ screening interviews per year.

Select City Ads and Interviews - San Antonio is a "destination city" that attracts a large population. For the past six years, Northside has placed an ad in newspapers in Laredo, McAllen, and Corpus Christi to attract teachers. The date is determined in order to "piggy back" the education job fairs held at universities in those cities. The ad generally runs for two weeks (Sunday and Wednesday) and individuals must have an application on file prior to the interview.

District Private Job Fair - The Private Job Fair is one of the most successful strategies used for recruiting. This fair is generally held the first week in June and it is "private" because it requires an invitation. Invitations are granted based on variables that include the screening interview score, teaching field, anticipated needs, etc. All campus interview teams attend this fair that is held at one of the district high school campuses. They interview applicants for current and anticipated vacancies. On average, 500-600 invitations are given and approximately 50% of those attend the fair. Approximately 150 teachers are hired as a result of the process within three to four days.

Teacher Initiative Reward Program (TIRP) - The Teacher Initiative Reward Program was created by action of the Board of Trustees on August 23, 1993 after Senate Bill 7 eliminated the Teacher Career Ladder in the state of Texas. TIRP was designed as a recruiting incentive to reward teachers who are on Career Ladder in other Texas districts and transfer to Northside and as a result lose their Career Ladder. Northside will pay \$1500 for Level II and \$3,00 for Level III Career Ladder with TIRP.

Signing Bonuses and "Critical Needs Stipends" - This incentive is designed to assist with the recruitment of teachers in "critical needs" areas. The State has determined several areas for "critical needs" and Northside reviews the needs of the district and sets the list for "critical needs" each year. Teachers in the following areas receive \$1,000 "critical needs" stipends: Special Education, Bilingual Education, Secondary Math, Secondary Composite Science, Secondary Industrial Technology, and Secondary Computer Science. The district also offers a \$1,000 Signing Bonus to teachers who accept the following positions: Secondary Alternative Campus and Special Education Behavior/ED class.

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