

Application For Professional Educator Position

Teaching Experience: List all teaching experience for which a teaching certificate was required, beginning with most recent. Do not include volunteer work, substitute teaching, etc.

School	System	City or State	Grades or Subjects	Full Time	Part Time	From	To

Total years experience _____

Are you currently under contract to a school system? Yes _____ No _____

Other Work Experience: List only other work experience which relates to the position for which application is being made. Examples: substitute/volunteer teaching, camp counseling, teacher's aide, etc.

Position	Name and Address of Employer	Full, Part-Time or Summer	Dates	
			From	To

School Activities: List below those school activities in which you are interested and which you are qualified to coach or direct.

References: List at least three persons, not related to you, who know your professional training and experience. Include former principals, supervisors, superintendents, or college professors. Information must be current and complete. Three references should be sent reference forms as indicated in the application instruction letter. Individual letters of reference or placement files may be added to your file but will not substitute for the reference forms.

Name	Official Position	Complete Address				
		Street	City	State	Zip	Telephone

Written Exercise: Write a 75-100 word paragraph in response to each of the following statements. The paragraph must be **IN YOUR OWN HANDWRITING** on separate pieces of paper to be attached to the application.

1. List and briefly discuss characteristics of a good educational environment.
2. Describe characteristics of an effective teacher.

Additional Information: In the space below add any information applicable to the position for which application is being made, such as, but not limited to, membership in professional honor societies, leadership activities, inservice training, awards, fellowships and publications. You may attach a resume or additional sheets, if necessary.

Please read carefully.

The Piedmont City Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person(s) has been designated to address inquiries regarding the non-discrimination policies:

- Mike Hayes, Title IX Coordinator, 502 Hood Street West, Piedmont, AL 36272, 256-447-8831
- Mrs. Debra Ledbetter, 504 Coordinator, 504 Hood Street, Piedmont, AL 36272, 256-447-7483
- Mrs. Revonda Pruitt, Title II Coordinator, 504 Hood Street, Piedmont, AL 36272, 256-447-7483

For further information on notice of non-discrimination or for the address and phone number of the office that serves your area call 1-800-421-3481 or visit <http://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm>

I have read this information carefully and certify that the information I have given on this application is true and complete to the best of my knowledge. I understand that falsification of any part of this application shall be cause for rejection of application or dismissal should I be employed.

I understand an investigation of my background may be made part of my employment application with Piedmont City Board of Education, and I hereby grant Piedmont City Schools and/or its assigned authority to investigate personal references, credit history, criminal records, and other records, public or private.

Date

Signature

Return Application To: Superintendent
Piedmont City Schools
502 Hood St., W.
Piedmont, AL 36272

Applications will be kept on file for two years only.

**PIEDMONT CITY SCHOOLS
502 HOOD STREET W
PIEDMONT, AL 36272
256-447-8831
FAX 256-447-6486**

Dear Applicant:

This is to express appreciation for your interest in Piedmont City Schools and to provide you with information needed to complete your application file.

A completed file consists of the following:

1. A completed application for Professional Educator Position.
2. At least three completed Piedmont City Schools reference forms.
3. Official college transcripts for all work completed at the time of application.
4. A copy of your Alabama Teacher's Certificate (or verification from a college that course work has been completed and certificate is forthcoming).

It is your responsibility to see that all the above items are in the Superintendent's office by the advertised application deadline. Failure to provide one or more of the above items will render your application incomplete.

Interviews are scheduled only when a vacancy exists and only with applicants who have complete application files.

Your file will remain active two years following the date of your initial application. You can reactivate the file at least one time.

If you have questions regarding personnel, contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Hayes", written in a cursive style.

Mike Hayes
Superintendent