

EMPLOYMENT OPPORTUNITIES – CERTIFICATED General Information

Application Process

- Complete and submit an official application form for the Escondido Union School District. Separate applications are available for **administrative** and **certificated/substitute** teaching positions. Resumes submitted without an official application will not be considered. Applications remain on file for one year.

NOTE: Administrative applications are only accepted when there is a vacancy. Certificated/Substitute Teaching applications are accepted on an ongoing basis.

- When openings occur, applications of qualified applicants will be considered for the selection process which may include:
 - Paper Screening
 - Panel Interview (for all administrative positions)
 - Reference Checks
 - Final Interview with Assistant Superintendent or Superintendent
- Applications of qualified applicants are reviewed through a paper screening process
- Successful paper-screen applicants will be invited to an interview. The site administrator conducts the interview. Interviews are held only when openings occur.
- Substitute teachers are hired on an as-needed basis and will be contacted by Human Resources if selected after the paper screening process.
- Successful applicants may be recommended to the Assistant Superintendent of Human Resources for a final interview.
- One or more administrators will conduct a telephone reference check on finalists.

Summer School

Summer school postings go out towards the end of March and applications are usually available in the beginning of April. All teachers must be fully credentialed for any position they wish to teach including CLAD or BCLAD as posted.

Substitute teachers may apply, but contracted teachers for the district will be placed first. Our Special Education department also offers extended year employment during the summer. Employment during the summer is primarily during the month of July.

Long-Term Substitute Pay

Substitute teachers who continue in a single assignment (same classroom, same children) for thirty (30) or more consecutive teaching days shall be eligible to receive the long-term substitute rate per day effective on the first day of the assignment. Once a substitute (who holds a 30-day substitute permit) works for a teacher for thirty consecutive days, they are no longer eligible to substitute for that teacher in the same school year.