

Teacher Employment Day

Monday – April 9, 2018

EMPLOYER TIMELINE

Event Format

Career Exploration and Development welcomes districts from across the country to interview candidates at its annual spring recruitment event. The event **includes a meet & greet** and **up to 14 interview slots per school representative** throughout the day, **in 20 minute increments**.

Even though the attending administrators will be creating their own schedules, we still require your licensure needs prior to the event so we can advertise your recruiting needs to our students and alumni. We look forward to seeing you at our **Teacher Employment Day**.

Present-March 16 (Register)

- [Register](#) to participate in our event and set interviews with up to 14 candidates on each schedule every 20 minutes. After the deadline of March 16th, contact Julie Novotny at 330-672-9488 for options.
 - From the Career Events page, search for “2017 Teacher Employment Day”, click “Register” and fill out the registration page
- After registering, please send us your licensure needs as soon as possible, but no later than noon on March 16th. Share updates as they become available so we can let candidates know.

Present-March 16 (Identify Hiring Needs by Licensure Areas)

- Email your completed [Licensure Needs Form](#) to jnovotn9@kent.edu. While this list by no means limits you the day of the event, it serves as a guide for students preparing for the event.

April 09 (Event Check-In)

- Arrive early (*Starting at 7:45a.m.*) to enjoy a continental breakfast, chat with your colleagues, and get settled
- Ensure table is set up by 8:20 a.m. to direct your attention for the 8:30 a.m. announcements
(Create Interview Schedule)
- The Meet & Greet (8:45-10:00) is when you will meet and schedule candidates you will interview starting at 10:20
(Interview Schedule)
- **Break:** 10:00-10:20
- **5 Interview slots in 20 minute increments:** 10:20 – 12:00
 - **Lunch:** Ballroom Closed (12:00-1:00 p.m.)
- **5 Interview slots in 20 minute increments:** 1:00 – 2:40
- **Break:** 2:40-3:00
- **4 Interviews in 20 minute increments:** 3:00 – 4:20
- **Clean up and depart:** 4:20-4:30