

NEPN/NSBA Code: GCFA-R

RECRUITING AND HIRING OF INSTRUCTIONAL STAFF PROCESS

(Additional detailed process specific to hiring instructors, e.g. teacher, school counselor, librarian)

For each instructional hire in RSU 26, if the superintendent does not choose to lead the search, then the leader of the search will be the principal of the building the teacher will work in, or for a special education teacher it will be the special education director. If a teacher works in more than one building, the superintendent will designate one of the principals of the building in which the teacher will work as the leader.

The search leader in consultation with the superintendent will appoint a search committee to perform the Screening, Interview and Selection functions identified in policy GCF-R. The appointed search committee should be appointed in accordance with the following guidelines:

1. The search committee will be comprised of a diverse group of people representative of those who will interact with the position. As a general guideline, the search committee will consist of 5-7 people. It may be larger if the superintendent and leader feel it necessary to achieve appropriate diversity of perspectives. The search committee may also be smaller if it has been attempted to get people to bring the size to 5-7 people but unavailability of people due, for example, to summer schedules prevents it.
2. Whenever possible, the search committee should have one teacher from each building the candidate will work in. Whenever possible, the search committee should also have a principal, assistant principal or school counsellor from each building that the candidate will work in.
3. Examples of diverse people who might interact with the position may include parents, board members, subject matter experts among teachers, university or otherwise, students, special education teachers, and the greater Orono community. These members may be assigned either to the full hiring committee or to an Advisory Committee. An Advisory Committee would be involved in the Screening and Interview processes and would have their feedback solicited and taken into account in the Selection process but would only be involved in the Selection process at the discretion of the search leader.
4. The inability to find a representative for a particular desired aspect of a diverse search committee should not prevent moving forward on a hire with due speed, especially when school is out of session or circumstances require hires to occur in an unusually short period of time.

PROFESSIONAL STAFF HIRING

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