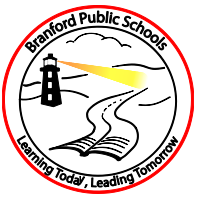


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CURRENT RECRUITMENT ACTIVITIES

Phase	Task	Status
Recruitment Planning	<ul style="list-style-type: none"> ● Reviewing vacancies ● HR department attending professional development sessions 	In Process
Developing Recruitment Materials	<ul style="list-style-type: none"> ● Updating out-of-date job descriptions and creating contemporary, relatable versions to attract new applicants for vacant positions ● Creating vacancy posts for social media 	Ongoing
Sourcing Candidates	<ul style="list-style-type: none"> ● Identify advertising locations ● Post in above locations ● Track candidate applications 	Complete
Build an Active Applicant Pool	<ul style="list-style-type: none"> ● Offer the Parapro exam to Shoreline Adult Education students that are seeking their High School Diploma/GED, in an effort to create a pipeline for paraeducator vacancies 	In Process
Expanded Recruitment Sources	<ul style="list-style-type: none"> ● Frontline Education/Applitrack ● CTREAP ● CT Special Education Employment System (CSEES) ● Handshake ● JOBS (SCSU) ● Indeed ● Targets ads for critical vacancies ● Offering sign on bonuses for vacancies in shortage areas 	Ongoing



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FUTURE RECRUITMENT ACTIVITIES AND PLANS

Goal	Task	Status
Increase Educator Diversity (in conjunction with the statewide CSDE initiative)	<ul style="list-style-type: none"> ● Target community-specific job fairs and events in Greater New Haven area ● Connect with the Town page and create a presence on each other's pages ● Gather branded print materials and swag for these events ● Overhaul the current hiring process to identify shortfalls and increase efficiency and retention 	Planning & Discussion
Develop University Partnerships to build applicant pool	<ul style="list-style-type: none"> ● Improve and build upon existing internship and student teaching relations for career trajectory ● Attend university job fairs and events ● Gather branded print materials and swag for these events 	Planning & Discussion
Build an Active Applicant Pool	<ul style="list-style-type: none"> ● Create a referral program ● Create a Grow-Your-Own Program (teaching pipeline, substitute teaching or temporary employee pool) ● Keep in contact with retired/veteran teachers, high school grads, etc. 	Planning & Discussion
Plan Networking Events or Online Forums	<ul style="list-style-type: none"> ● Become a teacher event ● Indeed hiring events ● Certification Q&A event ● Virtual hiring days or In-person hiring event 	Planning & Discussion
Improved and Comprehensive Social Media Marketing Plan	<ul style="list-style-type: none"> ● Consistent posting and regular content creation to create an online presence ● Start using Facebook and Instagram hiring ads ● Mass emailing to our applicant pool to keep them engaged ● Build LinkedIn presence and utilize ads 	Planning & Discussion