

Thanks for considering us!

Current vacancies

How to apply

Safety/health checks

Application tips

How to apply for a job,

- ✓ Identify your area of interest and follow the links:
- ✓ Click “*Start an Application for Employment*” (under External Applicants)
- ✓ Click “*START. Begin Your Application*”
- ✓ Enter all required information under each tab and select “*Next Page*”
- ✓ Continue completing the application. If you need to stop and resume at a later time, select “*Save as Draft*”
- ✓ Select “*Finish and Submit*” when you’re ready to submit your application

👉 For current vacancies, [click here](#)

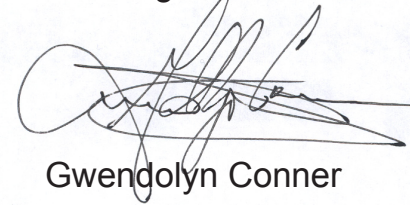
Thank you for your interest in employment with our school district.

Every position in our district – whether a support position or a classroom position – is vital to our goal of helping our students succeed.

Our commitment to our students is exemplified by the words of Emily Dickinson: “If I can stop one heart from breaking, I shall not live in vain; If I can ease one life the aching, Or cool one pain, Or help one fainting robin Up to his nest again, I shall not live in vain.”

We look forward to learning more about the innovative contributions you can make to our district. Please browse our website to learn more about our district and our vision of *Putting Our Children First*.

With regards,



Gwendolyn Conner
Human Resources Director



Safety/health checks

Criminal background checks

Our district requires appropriate state criminal background checks as outlined by law on every individual recommended for employment.

The expense of a background check is covered by our district.

◆ State Law Enforcement Division (SLED) Background Checks

Our district will obtain a name-based criminal record history check from SLED on all new employees prior to their initial employment. The District will consider the results of all criminal record history checks on an individual basis.

◆ National Sex Offender Registry Checks

Our district will perform a National Sex Offender Registry check on all new employees prior to their initial employment.

◆ Current tuberculin (TB) test

Results from TB tests must be within the past 18 months and are needed for all **building level certified, instructional assistant, substitute** and **29-hour classroom helper positions**.

Application tips

Administrative & certified teaching positions

- ◆ Our Human Resources Department is notified automatically when a completed application is ready for consideration.
- ◆ Unsolicited resumes via email or U. S. mail **will not** be considered.

Substitute teacher positions

- ◆ Principals will make recommendation based on their schools’ needs.
- ◆ Minimum requirements
 - Minimum age – 21 years
 - High school diploma or GED

Support staff positions

- ◆ Office Support, Instructional Assistant, After School Programs, etc.
- ◆ Minimum requirements
 - High school diploma or GED
 - Applicants must present passing scores on the WorkKeys Assessment, if applicable, at the required level for the position desired.
 - All Instructional Assistant Applicants (for Title 1 schools) must also provide proof of highly qualified status by **one of the methods:**
 - » Official (sealed) College transcript with 60 credits or more
 - » Passing score (456) on the Para-professional test
 - » Valid South Carolina teaching certificate