
Career Resource Center

Mid-Hudson Regional Teacher Recruitment Day

2021-2022 TEACHING CANDIDATES

The SUNY New Paltz Career Resource Center is pleased to sponsor the annual **MID-HUDSON REGIONAL TEACHER RECRUITMENT DAY** (TRD) virtually on Wednesday, **MARCH 17, 2021**. This fair is your opportunity to be interviewed by school district representatives for current and/or potential teaching vacancies anticipated for the 2021/22 school year. Our Teacher Fair is different than other job fairs in that school districts choose in advance the candidates that they would like to interview. Preselected candidate interviews are held from 9:00 AM to 12:00 PM and 1:00 PM to 4:00 PM, and are 20 minutes in length.

All applicants must be able to accept a full-time teaching position for the 2021-2022 academic year and have their NYS initial teaching certification as of Summer 2021.

The resume submission will open on Monday, January 11, 2021 and the deadline to submit resumes for Teacher Recruitment Day is Friday, January 22, 2021 at 5pm. NO RESUMES WILL BE ACCEPTED AFTER 5PM ON Friday, January 22, 2021 at 5pm.

TO APPLY PLEASE FOLLOW THESE STEPS:

It is recommended strongly that you have your resume critiqued prior to submission by a Career Specialist. To have your resume reviewed, please attend our [virtual drop-in hours](#) on Monday-Thursday from Noon to 4:00 PM. ONLY if you are unable to make those times, you may email your resume to careers@newpaltz.edu for a review.

Submit your final resume on HawkHire beginning Monday, January 11, 2021 through Friday, January 22, 2021 at 5pm. Beginning January 11th, check our [website](#) for the names of participating districts and continue doing so until the registration deadline ends, as it is frequently updated with new districts.

Steps to submit your resume:

1. Access HawkHire

my.newpaltz > Internships and Careers > HawkHire

2. Upload Resume

Documents (tab on left) > My Documents > Add new > Label (First & Last name) > Document Type "Resume" > Choose File (PDF file) > Submit

3. Access School District Postings and Apply

The directions below will bring up an individual posting for each district registered for TRD. Please submit one resume for each district that you are interested in.

Jobs (tab on left) > Search > Click "Position Type" below search bar > Choose "Teacher Recruitment Day" > Apply

From the list generated choose the districts you would like to submit a resume to and apply individually. Districts have self-selected which concentrations they are recruiting for, which can be found in the individual position descriptions.

Choose District Posting > Click "Apply" (top right, white button) > Choose Resume to Upload > Submit > Application Submission Status Window will pop-up to confirm

In addition to each district you apply to, you must submit a resume to the Career Resource Center posting, which will be included in the generated list, to RECEIVE YOUR INTERVIEW SCHEDULE IN THE MAIL.

Arrange your schedule so that you can be available on Wednesday, March 17th to participate in preselected Interviews. **Your interview schedule will be sent via mail to the mailing address listed on your resume on your resume before the event.** You may need to communicate/arrange with your Cooperating Teacher to participate.

Be sure to prepare for your interviews. To sharpen your interviewing skills, consider scheduling a practice interview by calling our main office at (845)-257-3265. Scheduling for this event is extensive, Deadlines are not negotiable, mark your spring calendars with ALL the dates/deadlines and times needed to participate in Teacher Recruitment Day. We want to remind you that this is only one way to search for a teaching position. The CRC has other services to help you with finding a teaching job. For questions, please call 845-257-3265.

Best,

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