

GARC-R Employee Recruitment

12/5/24

RATIONALE/OBJECTIVE:

The Cobb County School District (District) believes that an active recruitment program is essential to attract the most competent and qualified personnel to work in Cobb County schools. The purpose of recruitment is to assist all units of administration under the jurisdiction of the Cobb County Board of Education (Board) with the recruitment of personnel.

RULE:**A. GENERAL PROVISIONS:**

1. The District is an Equal Opportunity Employer and does not consider legally protected status in its employment actions.
2. The Superintendent or his designee shall determine the personnel needs of the school system and locate highly qualified candidates for consideration of employment.
3. The District will provide equal access, opportunity, and respectful treatment in all aspects of the hiring process.

B. RECRUITMENT:

1. The Human Resources Department maintains a website listing job vacancies and procedures for hiring.
2. Job announcements will be posted as required by state law and may also be placed on local, state, and national job search sites.
3. The Human Resources Division may also announce vacant positions through a partnership with colleges and universities nationwide to promote teacher placement, including student teachers.
4. An active recruitment team of current District personnel will assist in recruiting at colleges, universities, and other strategic locations throughout the year. This team may request and utilize outside resources as needed.

Revision Timeline*:

Effective: 1/28/88

Revised: 6/27/91; 1/13/99; 2/22/01

Reclassified an Administrative Rule: 9/1/04

Revised: 11/14/07

Revised and recoded: 7/19/12 (Previously coded as Administrative Rule GCE)

Revised: 3/11/15; 12/5/24

**Administrative Rules and Board Policies are reviewed on a regular basis. Dates indicate when revisions were made, not the dates of document review.*

Division: Human Resources

Legal Reference

O.C.G.A. 20-2-211

Annual contract; disqualifying acts; fingerprinting; criminal record checks