

The Rochester Area Colleges Teacher Recruitment Day is actually two different programs that run simultaneously:

### **Rochester (Local) TRD**

#### **The Rochester (Local) Teacher Recruitment Day is an entirely pre-scheduled interview event**

When you register you will be asked to upload a current resume for review by participating local schools and districts. You will list the certification areas that you hold or will hold by Fall 2017 and you will decide which local schools and districts you want to grant access to this information. The schools and districts will begin reviewing the applications of candidates on February 28<sup>th</sup> so we highly recommend that you complete your registration prior to this date for full consideration by the local schools and districts.

#### **Scheduling Interviews**

If a local school or district wishes to schedule an interview with you, you will receive an e-mail message with a link to schedule your interview with them for April 5<sup>th</sup>. For this reason, it is important that you provide a working and frequently checked e-mail address when you register! You should also use care when scheduling your interviews to avoid scheduling them back-to-back. Sometimes interviews run long and you don't want to be late for your next interview! Interviews for the local portion of TRD will be held from 10:30am-5:00pm on April 5th.

#### **Update District Preferences**

As new local districts register for the event, candidates will receive updates via email. This may mean that you will have to log back in to your registration and modify it to include the new school or district among those you have granted access to your information. You can continue to log back in to your registration to update your information, upload a revised resume and make any other changes until approximately one week before Teacher Recruitment Day.

#### **No Interview Guarantee**

No candidate is guaranteed to receive an interview with a local district. We have asked schools to make their interview decisions by March 20<sup>th</sup>, but our experience has been that they cannot always adhere to this deadline. It is important to understand that **there will be absolutely no local interviews scheduled on site at TRD**. The only way to schedule an interview with a local school or district at TRD is to do so in advance of the event.

#### **Participating Districts**

Schools and districts within the following counties participate in the local portion of TRD: Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Steuben, Wayne, Wyoming and Yates.

## **TRD USA**

### **Participating Districts**

TRD USA features school districts from other parts of NY state (outside Monroe and surrounding counties) and other states. These districts have widely varying certification needs that change on an almost daily basis. For this reason TRD USA districts schedule their interviews on the morning of Teacher Recruitment Day.

### **Scheduling Interviews**

From 8:00 AM to 8:45 AM on April 5<sup>th</sup>, candidates will be able to approach TRD USA districts to try to schedule interviews. To facilitate this process, each district will post their certification needs on a sign at their table. USA interviews will be held from 9:15am-5:00pm.

### **Preparing for the event**

This is a candidate's best opportunity to talk with recruiters from other geographic locations. Go into the program with a plan. Candidates should review the list of participating districts and visit their websites in order to prepare a list of which districts interest them most. You will need to be able to move quickly as you learn which districts are seeking your certification area in addition to which districts' schedules have filled. Flexibility is key to securing as many interviews as possible at TRD USA.

### **Candidates participating in both programs**

Take extreme care not to schedule TRD USA interviews at times when you have already scheduled a Rochester TRD interview. Candidates should avoid scheduling interviews back-to-back as sometimes interviews run long and it can take time to move from one interview location to another.

### **Additional Recommendations**

Candidates can leave resumes with school districts whose schedules have filled or who do not appear to be seeking those candidates' certification areas. Experience has shown that districts' certification needs change and districts may still contact candidates well after Teacher Recruitment Day.