



How to apply for a position with Preschool Programs

Teacher, Resource PreKindergarten, DOE Certified (AKA - Educational Coach) - PK



<p>This is an Instructional (DOE certified) position.</p>	
<p style="text-align: center;">Florida DOE PK-3, Certification Requirements:</p> <ul style="list-style-type: none"> Current, professional teaching certificate (BA or higher) PK – Primary Certification <p style="text-align: center;">All DOE, Department of Education requirements must be completed prior to hire.</p>	<p style="text-align: center;">Florida DCF Credentialing / Course Requirements:</p> <ul style="list-style-type: none"> Staff Credential Verification: Must be eligible to teach Voluntary PreKindergarten (VPK) Emergent Literacy for VPK Instructors (5-hour, online course, \$10) Florida Standards for Four-Year-Olds (SFYO) (online course, \$10) <p style="text-align: center;">All DCF, Department of Children and Families requirements must be completed within 90 calendar days of employment.</p>

Steps to apply for a teacher, Resource PreKindergarten position:

1. Complete Polk County Schools Online Applicant Registration System (ARS) located at: <http://www.polk-fl.net/employment/onlineapplication.htm>
2. Use your ARS number to apply for each specific *Instructional* position at: <http://www.polk-fl.net/employment/instructional.asp>. You may choose to apply for multiple positions.
3. To apply for your DCF credential, click the link, <http://www.myflfamilies.com/service-programs/child-care/training> next go to “Credentials” click on “Staff Credential” and follow the directions.
4. If you are a current district employee: in addition to steps 1, 2 and 3, complete the PCS **Transfer Request Form** available online <http://www.polk-fl.net/employment/>. Click “Instructional” scroll down to teacher transfer process.