

# APPLICATION TO TEACH IN TUCSON, ARIZONA AND SURROUNDING AREAS

We encourage you to apply in person to each district's Human Resources Department:

Altar Valley School District	www.altarvalleyschools.org	Nogales School District	www.nusd.k12.az.us
Amphitheater School District	www.amphi.com	Oracle School District	www.oracle.k12.az.us
Arizona Schools for the Deaf & Blind	www.asdb.state.az.us	Pima Accommodation District	www.schools.co.pima.az.us
Catalina Foothills School District	www.cfsd16.org	Red Rock Elementary District	www.redrockschools.net
ContinentalElementar School District	www.csd39.org	Sahuarita School District	www.sahuarita.k12.az.us
Flowing Wells School District	www.floatingwells.k12.az.us	Sunnyside Unified School District	www.susd12.org
Ft. Huachuca School District	www.fthuachuca.k12.az.us	Tucson Unified School District	www.tusd.k12.az.us
Mammoth-San Manuel District	www.msmusd.k12.az.us	Vail School District	www.Work4VailSchools.com
Marana School District	www.maranausd.org		

Date \_\_\_\_\_  
 Please check position(s) for which you are applying:  Full time Teacher  Part time Teacher  
 Check here if you wish to be considered for substitute teaching. (Additional paperwork may be required.)

Bilingual applicants, please list foreign languages in which you are fluent:  read  write  speak \_\_\_\_\_

Do you have the legal right to accept employment in the United States?  Yes  No  
 If no, have you applied for work authorization?  Yes  No

How did you learn about this position? \_\_\_\_\_

## I. BIOGRAPHICAL INFORMATION

Social Security No. \_\_\_\_\_  
 Providing Social Security Number is voluntary, and is requested under the authority of IRS Code sections 3402(f)(2)(a) and 6109.

Name \_\_\_\_\_  
Last First Middle

Other names which may appear on application materials \_\_\_\_\_

Current address \_\_\_\_\_  
Street City State/Zip

Permanent address \_\_\_\_\_  
Street City State/Zip

Phone \_\_\_\_\_ Message Phone \_\_\_\_\_ Email \_\_\_\_\_

## II. EMPLOYMENT PREFERENCE(S) Indicate below the area(s) in which you are qualified to teach:

Elementary (K-6) (circle preferences) K\* 1 2 3 4 5 6  
Requires Arizona elementary certification. \*Requires Early Childhood certification/endorsement by 2009-2010.

Middle School (6-8) (circle preference) 6 7 8  
Requires Arizona certification and Arizona Subject Knowledge Proficiency Exam.  
 Subject Area Certification \_\_\_\_\_

High School (9-12) (circle preference) 9 10 11 12  
Requires Arizona certification in the content area and one of the following: academic major or equivalent hours (at least 24 semester hours), graduate degree, advanced certification, or the Arizona Subject Knowledge Proficiency Exam.  
 Subject Area Certification \_\_\_\_\_

English as a Second Language/Bilingual Education (Arizona endorsement required)  
 Level/Area \_\_\_\_\_

Special Education (Arizona certification required) Level/Area \_\_\_\_\_

Specialists (art, counselor, librarian, music, PE, etc.) (Arizona certification and/or endorsement in area of specialization required)  
 Level/Area \_\_\_\_\_

## III. EDUCATIONAL PREPARATION

Institution	Degree Awarded	Additional Credit Hours	Start Date	Completion Date	Major	Minor	GPA

#### IV. CERTIFICATION/LICENSURE

Arizona Certification

Type	Approved Areas	Endorsements	Education ID# if available	Expiration Date

Fingerprint Clearance Card

Card Number	Issue Date	Expiration Date

Out-of-State Certification

Type	Endorsements/ Approved Areas	State	Expiration Date

National Board Certification

Type	Endorsements/ Approved Areas	State	Expiration Date

An applicant who holds a valid elementary, secondary, or special education certificate in another state **may be** issued an Arizona reciprocal teaching certificate for one year. Arizona has fingerprint reciprocity with 19 other states (Alabama, Arkansas, California, Colorado, Florida, Georgia, Idaho, Minnesota, Nebraska, Nevada, New Mexico, North Dakota, Oregon, South Carolina, Utah, Vermont, Washington, Wisconsin, Wyoming) – please see ADE website for additional information.

#### V. PROFESSIONAL EXPERIENCE (Must be completed even if resume is submitted.)

Student Teaching Experience

Dates From/To	Name of School City/State	Grade Level and Subject	Cooperating Teacher	Telephone and Fax Numbers

List all Teaching Experience (most recent first). Attach an additional page if necessary.

Dates From/To	Salary	Name of School City/State	Grade Level and Subject	Supervisor	Telephone & Fax Numbers	Reason for Leaving

Employment Other Than Teaching (list most recent first; clarify gaps in employment)

Dates From/To	Employer and Address	Position	Supervisor Name and Telephone Number	Reason for Leaving

**VI. EXTRACURRICULAR ACTIVITIES**

List clubs and/or activities you could direct or supervise\_\_\_\_\_

List sport(s) for which you are trained and/or qualified to coach\_\_\_\_\_

**VII. PROFESSIONAL SUPERVISORY REFERENCES (references MUST cover the past two years)**

Name	Title	Date From	Date To	City/State	Work Telephone	Fax Number	Home Telephone

**VIII. BACKGROUND CHECK**

1. Have you ever been convicted of, admitted committing, or are you awaiting trial for any crime (excluding only minor traffic violations not involving any allegation of drug or alcohol impairment)?  Yes  No
2. Have you ever been dismissed (fired) from any job, or resigned at the request of your employer, while charges against you or an investigation of your behavior was pending?  Yes  No
3. Have you ever had any license or certificate of any kind (teaching certificate or otherwise) revoked or suspended, or have you in any way been sanctioned by, or is any charge or complaint now pending against you before any licensing, certification or other regulatory agency or body, public or private?  Yes  No
4. Are you now being investigated for any alleged misconduct or other alleged grounds for discipline by any licensing, certification or other regulatory body (teacher certification or otherwise) or by your current or any previous employer?  Yes  No

If any of the above statements have been answered "yes," please explain:\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Conviction of a crime is not an automatic bar to employment. The nature of the offense, the date of the offense, and the relationship between the offense and the position applied for, will be considered.

**IX. DISTRICT ASSOCIATION**

Are you currently under contract with another district?  Yes  No

If yes, where\_\_\_\_\_ Contractual dates\_\_\_\_\_

**X. SUPPORTING DOCUMENTS**

If available, submit copies of the following items with your application:

1. Copy of your Arizona Teaching Certificate.
2. Copy of your Education Proficiency Assessment test results.
3. Copy of your Arizona fingerprint clearance card.
4. Copy of documentation showing successful completion of 15 hours in Structured English Immersion (SEI) or an ESL, SEI, or bilingual full endorsement.

Applications must include:

1. A current resume.
2. Legible copies of transcripts.
3. Three letters of professional recommendation including letters from teaching supervisors. If you do not have teaching experience, letters of reference are acceptable.

## **XI. QUESTIONS**

Please answer each question below. Attach an additional sheet if necessary.

1. Give an example of something you have done as a teacher that you believe has had a positive impact on student learning.

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2. How do you monitor student learning and utilize your findings to ensure that all students make at least one year's growth in one year's time?

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3. What is your approach to the integration and use of technology in your classroom? In what way has this approach contributed to the achievement of your students? How do you know?

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4. How might you respond to a colleague who attributes his or her lack of success with a particular group of students to the students' low ability and/or poor home life?

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5. What do you believe are the most effective ways to engage students? How do you know?

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**XII. NOTIFICATION/AFFIDAVIT/SIGNATURE**

My signature below indicates that I HAVE READ, I UNDERSTAND, AND I AGREE to the following:

It is the policy of the participating districts not to discriminate on the basis of race, color, religion, gender (including sexual harassment as described in the districts' policies concerning sexual harassment), sexual orientation, age, national origin, disability, marital status, political affiliation, or veteran status in its educational programs, activities or employment policies as required by federal law. The districts abide by federal laws regarding people with disabilities. If you have a special need, reasonable accommodations will be made in accordance with the American Disabilities Act of 1990. Inquiries regarding compliance with any of the above may be directed to the individual districts' Human Resources Department; or to the Director of the Office For Civil Rights, U.S. Department of Education, Federal Office Building, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582.

Every answer I have provided on this application is both complete and truthful. I understand and agree that: (1) if any information is omitted from, or not filled in on this application, or if any false information is furnished, the districts will reject my application; (2) if any false information is furnished, I will be ineligible for any consideration for employment and may be subject to criminal prosecution; and (3) if I am employed by a district, I may be dismissed from employment, criminally prosecuted, and if certified, my certificate may be revoked, if it is later determined that I have furnished false information on this application.

I understand that in order for any of these districts to determine my eligibility, qualifications and suitability for employment, the school district will conduct a background investigation if I am considered for an offer of employment. **This investigation may include asking my current employer, any former employer, and any educational institution I have attended about my experience, qualifications, job performance, professional conduct, evaluations, education and training. This investigation may also confirm my dates of employment or enrollment, positions held, reason(s) for leaving employment, whether I could be rehired, reasons for not rehiring (if applicable), and similar information.**

In addition, I understand that the District will confirm my fingerprint clearance is valid. I hereby certify that I am not awaiting trial on and have never been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in this state or similar offenses in another jurisdiction: sexual abuse of a minor; incest; first or second degree murder; kidnapping; arson; sexual assault; sexual exploitation of a minor; felony offenses involving contributing to the delinquency of a minor; commercial sexual exploitation of a minor; felony offenses involving sale, distribution or transportation of, offer to sell, transport or distribute or conspiracy to sell, transport or distribute marijuana, dangerous drugs or narcotic drugs; felony offenses involving the possession or use of marijuana, dangerous drugs or narcotic drugs; misdemeanor offenses involving the possession or use of marijuana or dangerous drugs; burglary in the first degree; burglary in the second or third degree; aggravated or armed robbery; robbery; a dangerous crime against children as defined in section 13-604.01; child abuse; sexual conduct with a minor; molestation of a child; manslaughter; aggravated assault; assault; exploitation of minors involving drug offenses.

If employed by any of these school districts, employment is conditional and rests upon (a) satisfactory pre-employment reference checks, (b) results of fingerprint check, and is subject to (c) the policies and regulations of the district, (d) submitting documentary proof of authorization to work in the United States, (e) and, if required, appropriate state certification/licensing. Employment will not be finalized until the background investigation has been completed. Misrepresentation or omission of pertinent facts may be cause for termination. Parties providing this information will be released from any liability in connection with reference and fingerprint checks made by the district.

I hereby give my consent for any current or former employer or educational institution to release to the School District any information requested in connection with this background investigation.

By signing below, I acknowledge that some employers are unwilling to provide job reference information concerning a current or past employee unless they may do so confidentially with assurance that the job reference information, or the name of the person providing the information, will not be disclosed to the applicant (their former employee). I also understand that the School District will not further consider my application if it cannot complete its background investigation. I, therefore, agree that any job reference information that is orally communicated to the School District and that the District commits to writing shall be confidential and shall not be disclosed to me, and I shall not be entitled to any records concerning this job reference information.

I release, hold harmless and agree not to sue or file any claim of any kind against my current or former employer or educational institution, and any officer or employee of either, that in good faith furnishes written or oral references requested by this School District to complete its background investigation.

Under penalty of prosecution and termination, I hereby certify that the information presented on this application is true, accurate and complete. I authorize the investigation of all statements contained herein and understand that any document relevant to this information may be reviewed by agents of the school district.

**A photocopy or facsimile ("fax") copy of this form that shows my signature shall be as valid as an original.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

### XIII. APPLICATION SUBMITTAL

Please submit a copy of this application with **original signatures** and copies of supporting documents to any, or all, of the participating districts.

Altar Valley School District 10105 S. Sasabe Road, Tucson, AZ 85736 Human Resources Phone: 520-822-1484 Human Resources FAX: 520-822-1798	The Altar Valley School District is located at Robles Junction twenty miles southwest of Tucson. The district includes Robles Elementary (PK-4) with 463 students, and Altar Valley Middle School (5-8) with 312 students. The district employs 45 certified teachers, 55 support staff and 5 administrators.
Amphitheater Unified School District 701 West Wetmore Road, Tucson, AZ 85705 Human Resources Phone: 520-696-5102 Human Resources FAX: 520-696-5069	Amphitheater Unified School District, Tucson's second-largest district, serves over 17,000 students in 11 elementary schools, 2 K-8 schools, 3 middle schools, 3 high schools, and 3 special education schools; and has approximately 3,000 employees.
Arizona Schools for the Deaf and the Blind PO Box 88510; 1200 W. Speedway, Tucson, AZ 85754 Phone: 520-770-3245 Fax: 520-770-3603 8055 N. 24 <sup>th</sup> Ave., Suite 105, Phoenix, AZ 85021 Phone: 602-544-1670 FAX: 602-242-1442	ASDB provides educational services to visually and hearing impaired students across the State of Arizona, ages preschool to 21. This is a State-run agency. ASDB employs over 1200 staff, and services include: student health center, residential program, sports and extracurriculars, nutrition and transportation.
Catalina Foothills School District 2101 East River Road, Tucson, AZ 85718 Human Resources Phone: 520-209-7520 Human Resources FAX: 520-209-7572	The Catalina Foothills Unified School District includes an early learning center (ages 3-5), four elementary schools (grades K-5), two middle schools (grades 6-8) and a high school. Our population numbers approximately 5,000 students, 270 support staff, 340 certified staff and 17 administrative staff in grades K-12.
Continental Elementary School District PO Box 547, Green Valley, AZ 85622 Human Resources Phone: 520-625-4581 Human Resources FAX: 520-648-2569	The school district is located in the traditional retirement community of Green Valley about 35 miles south of Tucson. As a result of new housing developments, younger families have been attracted to the community resulting in a significant increase in the school's enrollment. Approximately 500 students are enrolled within pre-K through 8th grade.
Flowing Wells School District 1556 West Prince Road, Tucson, AZ 85705 Human Resources Phone: 520-696-8823 Human Resources FAX: 520-690-5620	Flowing Wells District includes 6 elementary (grades K-6), 1 junior high (grades 7-8), 1 high school, 2 alternative schools, & an early childhood center. We serve approx. 6,000 students with 375 certified and 340 classified employees.
Ft. Huachuca Accommodation School Dist. #00 PO Box 12954, Ft. Huachuca, AZ 85670 Human Resources Phone: 520-459-8888 Human Resources FAX: 520-515-5972	The Fort Huachuca District is a public school district located approx. 70 miles southeast of Tucson on the Fort Huachuca Army Base. We serve 1,246 children grades K-8 of military personnel residing on post, employing 97 certified personnel, 141 support staff and 8 administrators.
Mammoth-San Manuel Unified School District PO Box 406, San Manuel, AZ 85631 Human Resources Phone: 520-385-2337 Human Resources FAX: 520-385-2621	Mammoth-San Manuel District is located 45 minutes northeast of Tucson in the beautiful & scenic San Pedro River Valley. The district has three elementary schools and a Jr./Sr. High School, serving almost 1,200 students. The district employs 73 certified teachers, 108 support staff and 5 administrators.
Marana Unified School District 11279 West Grier Rd, Ste 114, Marana, AZ 85653 Human Resources Phone: 520-682-4778 Human Resources FAX: 520-682-4742	Marana District is a growing district currently comprised of 10 elementary, 1 intermediate school, 2 middle schools, 2 high schools, 2 alternative schools, and a special needs pre-school along with a variety of specialized and special needs programs. Current student population is over 12,000 with 770 certified staff, 600 support staff and 39 administrators.
Nogales Unified School District 310 West Plum Street, Nogales, AZ 85621 Human Resources Phone: 520-397-7902 Human Resources FAX: 520-287-3503	Nogales Unified School District is located approximately 65 miles south of Tucson. The district includes six elementary schools (grades K-5), two middle schools (grades 6-8), a high school and an alternative high school. Our population is approximately 6,000 students, which is served by 335 certified staff, 300 support staff and 20 administrative staff.
Oracle School District HCR, Box 2743, Oracle, AZ 85623 HR Phone: 520-896-2550 HR FAX: 520-896-2552	The Oracle School District consists of 1) the Oracle Ridge site, which includes a preschool (ages 3-5), Kindergarten, and a day center; and 2) the Mountain Vista site, grades 1-8. The district has about 470 students, 26 certified staff, 50 support staff, and 2 administrators.
Pima Accommodation School District PO Box 2270, Tucson, AZ 85702-2270 Human Resources Phone: 520-740-8118 Human Resources FAX: 520-623-9308	Pima Accommodation School Dist. is a public school district providing educational services to the Pima Co. Juvenile Court Center & Pima Co. Adult Jail located in Tucson. The District complies with all federal and state requirements mandated by the Arizona Dept. of Education. District also operates Zimmerman Elementary School on Mt. Lemmon, AZ.
Red Rock Elementary District 33656 West Aguirre Lane, PO Box 1010 Red Rock, AZ 85245 School Phone: 520-682-3331 District Phone: 520-682-2604 District FAX: 520-682-2128	The Red Rock Elementary School District is located just north of the Pima/Pinal County line along the I-10 corridor, exit 226, 10 miles north of Marana. We are currently a small, but growing district, anticipating many teaching opportunities in all areas. We have just opened our new K-8 school in the heart of our first major housing development, Red Rock Village.
Sahuarita Unified School District #30 350 West Sahuarita Road, Sahuarita, AZ 85629 Human Resources Phone: 520-625-3502 Human Resources FAX: 520-625-5380	Sahuarita School District is located 15 miles south of Tucson, directly off of I-19. Located on our 135-acre north campus are one high school, one middle school (grades 6-8), one primary school (grades K-2), and one intermediate school (grades 3-5). Sopori Elementary (grades K-6) is 18 miles further south in Amado. We are a growing district with over 4,800 students, employing approximately 270 certified employees and 360 support staff members. Our new K-8 school, Anza Trail, opened in January 2007. We also offer an extended care program for children, ages 2 years 9 months, through 5 years, at our Early Childhood Center in Green Valley.
Sunnyside Unified School District 2238 E. Ginter Rd., Tucson, AZ 85706 Human Resources Phone: 520-545-2003 Human Resources FAX: 520-545-2023	Sunnyside Unified School District is located in the southern part of Tucson. It is bounded on the north by Irvington Road and serves approx. 17,000 students in 13 elementary schools (K-5), 5 middle schools, 2 high schools, and an alternative high school. Students are served by approx. 1,000 certified, 800 classified staff members and 48 administrators.
Tucson Unified School District PO Box 40400, Tucson, AZ 85719 Human Resources Phone: 520-225-6050 Human Resources FAX: 520-798-8683	Tucson Unified School District is the second largest district in Arizona and the 52 <sup>nd</sup> largest district in the United States. The district operates 74 elementary schools, 20 middle schools, 10 high schools and 9 alternative programs. To meet the needs of 63,000 children, over 8,000 regular employees are working for TUSD.
Vail Unified School District PO Box 800, Vail, AZ 85641 Human Resources Phone: 520-879-2047 Human Resources FAX: 520-879-2076	Vail School District is recognized for its growth, excellence, technology, and creativity. Located southeast of Tucson with 7 elementary schools, 3 middle schools with a brand new middle school opening July 2009, 3 high schools, 1 alternative middle/high school, a distance learning program, and charter elementary, middle, and high schools. Vail has 9,600 students and 1,500 employees.