



### **Talent Recruitment System- Job Seekers' Tips**

Thank you for your interest in teaching in Louisiana. Please be sure and visit the Teach LA website today @ [www.teachlouisiana.net](http://www.teachlouisiana.net) to utilize our free recruitment services. Here are a few tips to assist you in your job search while using the Teach LA system:

1. **Join the Talent Recruitment System.** Log into the Teach LA website and click on the “Jobs” tab. Next, register as a Teach LA account holder and then create an employment profile. Steps for completing an employment profile are listed on the “Jobs” tab as well. Note:

The Louisiana Department of Education’s **Talent Recruitment System** is a free, web-based service that pairs job-seeking educators with Louisiana districts/schools seeking to hire them. To join the **Talent Recruitment System** you must first create an employment profile. After creating your employment profile you are able to notify specific districts of your interest in working there. Additionally, as your profile preferences match to specific job vacancies posted to the Teach LA website, you will receive automated email notifications informing you of these job opportunities. When you notify a district of your interest in working there, as well as when your profile matches to a job vacancy, your employment profile will become viewable to that particular hiring authority.

2. **View the job vacancies posted to the Teach LA website regularly.** Log into the Teach LA website and click on the “Jobs” tab. You will be able to view job vacancies by geographical location, as well as by a state map view. Note:

Districts/schools are invited to post their job vacancies to the website free of charge. Job postings may change daily. Each job posting provides contact information for that hiring authority, as well as steps on how to apply. Please note that each hiring authority will have their own application process and the employment profile you create on the Teach LA website does not take the place of a district/school’s hiring process. Your Teach LA employment profile/account provides a free matching service to you and allows interested districts to view your employment profile.

3. **Visit the individual websites of districts/schools of interest to you.** A complete listing of these public sponsors can be viewed on the Teach LA website under the “Jobs” tab as “**Maps, schools locations.**” Be sure and scroll down to see the complete list. Because not all hiring authorities post their job vacancies to our website, you will also want to check each individual website. Note:

You will not find web addresses here, but you will be able to view a complete listing of all public sponsors including their physical and mailing addresses, as well as the school’s configuration. From this list you can determine which hiring authorities with which you’d like to make contact.

We wish you the very best in your job search and are glad that you are interested in teaching in Louisiana!

