

BCSD Position Requirements

Teacher Requirements:

Must have a bachelor-level or higher degree, hold a valid professional teaching certificate issued by the Georgia Professional Standards Commission (GaPSC) in the assigned teaching field, and must have met the content knowledge requirement (either through the appropriate content assessment or coursework).

Out-of-state professional certificates are transferable to Georgia through reciprocity. However, if you did not pass a content assessment, or your state did not require a content assessment, you may be required to pass Georgia's assessment for the specific teaching field(s). Georgia currently uses Georgia Assessments for the Certification of Educators (GACE) testing. It's possible to exempt the assessment by submitting proof of recent out-of-state teaching experience (successful in-field teaching for all of the last five-year period) as part of the Georgia teacher application, which may be found at the following website: <http://www.gapsc.com/Certification/FormsandApplications.aspx>.

In lieu of professional certification, applicants interested in seeking teaching positions may be interested in one of the following alternate routes to certification (in summary).

Georgia Teacher Academy for Preparation and Pedagogy (GaTAPP) Intern Program:

- Must hold a Bachelor's Degree with a minimum 2.5 GPA (or higher Degree) from an accredited institution recognized by the Georgia Professional Standards Commission (GaPSC). GaPSC accepts institutions listed on the Council for Higher Education Accreditation (CHEA) website: <http://www.chea.org/search/default.asp>. GPA requirement may be waived if the degree was awarded more than 10 years prior, or if the applicant holds a Masters or higher degree.
 - Must have passed the GACE Program Admission Assessment (Test #'s 200, 201, & 202) **OR** hold exemption scores (i.e., SAT, GRE, or ACT, if scores meet the minimum requirement). Complete list of exemptions may be found at <http://www.gapsc.com/EducatorPreparation/Assessment/BasicSkillsInfo.aspx>.
 - Must have passed the GACE Content Assessment in the subject area/field to be certified. If the degree major matches the subject area/field to be taught, the assessment could be waived as an entrance requirement, then taken during the first year of GaTAPP; however, it is preferred that the assessment be passed prior to employment. Early Childhood candidates **MUST** pass the assessment prior to entering the program.
 - Must complete the GACE Educator Ethics Entry Exam.
 - Must be offered a full-time teaching position from an employing GA School System.
- The GaTAPP program is a two to three-year program that requires various coursework, seminars, and assessments (tuition and fees are the responsibility of the candidate). Not all certification areas are provided through the GaTAPP program. For further information, please contact our system's provider, Middle GA RESA, at (478) 988-7170 or visit www.mgresa.org. RESA has a Screening Application process candidates should complete which will provide valuable information regarding subject area eligibility.

State-Approved College Program:

- Degree requirements (same as above).
 - GACE Program Admission Assessment (same as above).
 - GACE Content Assessment in the subject area/field to be certified is required prior to employment, regardless of degree major (no exceptions).
 - GACE Educator Ethics Entry Exam (same as above).
 - Must be offered a full-time teaching position from an employing GA School System.
- If the above requirements are met, the candidate may be hired and a three-year non-professional non-renewable certificate could be requested by the employing school system. Soon after employment (or before) the teacher candidate would need to seek enrollment into a state-approved educator preparation program through the college/university of their choice (tuition and fees are the responsibility of the candidate). Georgia Assessments for the Certification of Educators (GACE): <http://www.gace.ets.org/> Georgia Professional Standards Commission (GaPSC): www.gapsc.com

Paraprofessional Requirements:

All Paraprofessional applicants must do the following to be considered for a position at BCSD:

1. Complete an online application
2. Have Three Professional References recorded in your application
3. Meet the following Highly Qualified requirements

Certification Requirements for Georgia Paraprofessionals

(Must possess at least ONE of the following requirements)

- Hold at least an Associate's Degree (in any subject); **OR**
- Have completed two years of college coursework (60 semester hours*); **OR**
- Have passed a PSC-approved paraprofessional assessment** (GACE). If eligibility is established through assessment, the applicant must also hold a high school diploma or GED equivalent.

Transcripts of college coursework or verification of passing score on the paraprofessional assessment must be on file with the Human Resources Department prior to employment.

**College coursework must be from an approved accredited college and there is a minimum grade that will be accepted. Please submit your transcripts to HR for final approval and verification of coursework.*

***For information on the PSC-approved Paraprofessional Assessment (GACE Paraprofessional Assessment) please go to <http://www.gace.ets.org>.*

Support Position Requirements:

All Classified Support applicants must do the following to be considered for a position at BCSD:

1. Complete an online application
2. Have Three Professional References recorded in your application
3. Meet the following requirements depending on the type of job you are looking for:

Clerical Staff

Education and/or Experience: High school diploma or general education degree (GED). Basic keyboarding; and telephone experience desirable; one year related experience, or equivalent combination of education and experience. Some positions may require basic bookkeeping experience.

General Maintenance Workers

Education and/or Experience: A one year certificate from an accredited technical school; or six months related work experience; or equivalent combination of education and experience. *Certificate or License Required: Valid Georgia driver's license. (Specific Jobs may require additional education or training, i.e. HVAC Journeyman, Electrician Journeyman, Plumbing Journeyman, etc.)*

School Nutrition - Food Assistant

Education and/or Experience: High School diploma or GED preferred. Food service experience is a plus. Certificate or License Required: Completion of ONE required within the first year of employment. Health Department clearance required.

Bus Driver Requirements:

All Bus Driver applicants must do the following to be considered for a position at BCSD:

1. Complete an online application
2. Have Three Professional References recorded in your application
3. Meet the following requirements:

**Education and/or Experience: High school diploma or general education degree (GED). One to two years of driving a school bus is preferred. Experience driving a vehicle requiring a commercial driver's license (CDL) is also preferred.

**Certificate or License Required: Valid Georgia Commercial Driver's License, Class B with a PS endorsement is required. Must be at least 18 years of age.