



## How to apply for a position with Preschool Programs

### Certified Teacher - PK

or

### Resource Teacher (Educational Coach) - PK

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

1. Complete Polk County Schools Quality Counts Online Applicant Registration located at: <http://www.polk-fl.net/employment/onlineapplication.htm>

*For current employees: Complete the PCS Transfer Request Form available online <http://www.polk-fl.net/employment/>.*

2. Using your RHS or employee number, apply for each specific *Instructional* position at: <http://www.polk-fl.net/employment/instructional.asp>