

FAQs

How do I register for the recruitment fair?

- You will need to fill out the form at www.okaloosaschools.com and email to personnel@mail.okaloosa.k12.fl.us. You will receive a confirmation email.

Where will the job fair be located?

- The job fair will be located at Choctawhatchee High School. The address is 110 Racetrack Road NW, Fort Walton Beach, FL 32547. Parking is available at the school.
- Directions from Interstate 10 Crestview, Florida.
 - o Take exit 56 onto FL 85 S/S Ferdon Blvd
 - o Continue down 85 S for 14 miles
 - o Merge onto FL – 123 and continue down FL-123 for 4 miles
 - o Merge onto FL-85/Eglin Parkway and continue for 6 miles
 - o Turn right onto Racetrack Road (large intersection)
 - o The destination will be on your right in 1 mile

Will interviews be conducted at the recruitment fair?

- Yes, interviews will be conducted at the fair.

Will representatives from every school in the county be in attendance?

- Yes, every school will be represented at the job fair.

What do I need to do to get the most out of attending the fair?

- Come prepared with an ample supply of resumes, copies of letters of references, and copies of teaching certificate or statement of eligibility.

Should I bring copies of my resume?

- Yes, all applicants should bring copies of a current resume.

Should I send my transcripts and teaching certificate to Okaloosa County School District Human Resources in advance?

- Yes, send all documents to Human Resources ahead of the fair. We only accept official paper transcripts. Recruits may also deliver documents to the application information station at the recruitment fair.

Do I need an approved application before attending the fair?

- No, you do not have to have an approved application to attend the fair. Human Resources strongly recommends that you at least start the application process. HR staff will be available to answer application questions at the fair.

If I have an out-of-state teaching certificate, should I apply for a Florida teaching certificate prior to attending the Recruitment Fair?

- Yes, we strongly recommend candidates apply for a Florida teaching certificate with the Florida Department of Education, as soon as possible. (www.fldoe.org/edcert/).

Will staff members be available at the fair to discuss applications and certification?

- Yes, Human Resources staff will be at the fair to answer application and certification questions.

Will there be opportunities to speak with representatives about non-instructional or administrative positions?

- No, the fair is only for people seeking employment as a certified teacher.

If am offered a position, what are the next steps?

- First, ensure all required documents have been submitted to Human Resources and that you have an approved application. Second, the HR Analyst assigned to your school will contact you with information about applying to the specific job posting for the position and also about orientation and/or fingerprinting.

What if I do not receive an offer at the recruitment fair, can I still be considered for teaching jobs?

- Yes, you may still apply to job openings. All jobs are posted at www.okaloosaschools.com.