

# MORGAN COUNTY R-1



## HOW TO JOIN OUR TEAM

Thank you for your interest in applying for an administrative, certified, or non-certified position with the Morgan County R-1 School District. We ask that the following items be addressed as part of the application process:

### For Administrative & Certified applicants:

1. Complete the [administrative application](#) or the [certified application](#) form.
2. Enclose a copy of your latest transcript(s) with the application. An official copy of your transcript(s) will be required if you are employed.
3. Enclose a copy of your Missouri teaching certificate or verification of eligibility for a Missouri teaching certificate.
4. Request your placement file be sent to us, or enclose 4 to 5 recent letters of recommendation. Also enclose a copy of your resume.
5. Two copies of the form for child abuse and criminal record checks are enclosed. One copy must be completed and submitted to the Missouri State Highway patrol for the name search (#1, \$5.00 fee). The other copy must be completed and submitted to the Missouri Division of Family Services (#3, no charge). Each agency will then return the form to the Morgan County R-1 School District.

### For Non-Certified applicants:

1. Please fill out the [non-certified application](#) form.

Your application will become active once all of the above information has been received. Your application will remain active for one year at which time you must resubmit a new application. Please call the Superintendent's Office at 573-377-2217 if you have any questions about the application process.

Thank you again for your interest in joining our team and we look forward to receiving your application.

Sincerely,

*Tom Wales*

Superintendent of Schools