

# Applicant Tracking System

A District Perspective

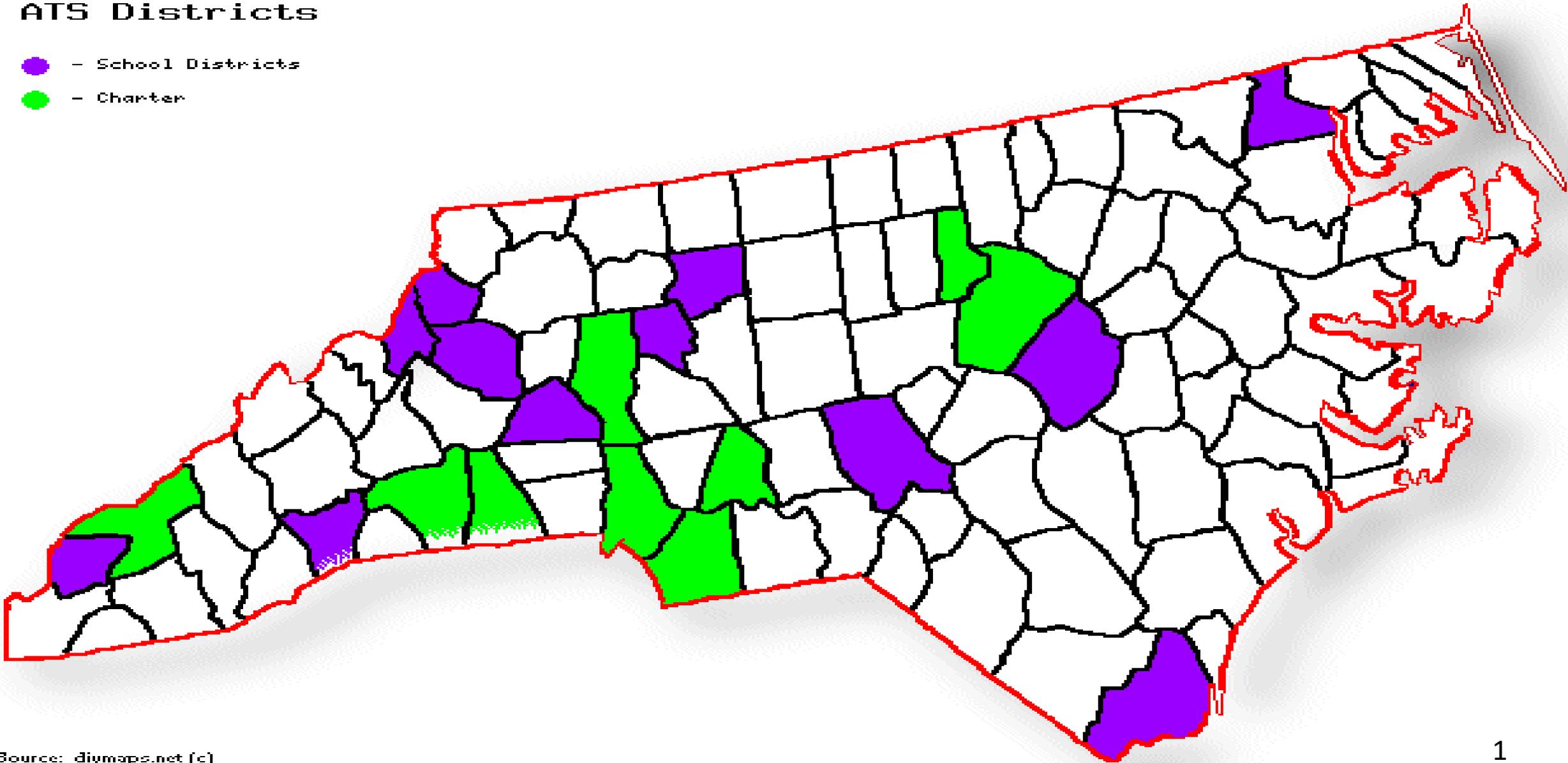
Christy L. Parker  
Watauga County Schools  
Spring PANC – April 2022

# Historical Perspective



# ATS Districts

- - School Districts
- - Charter



TeacherMatch

TeacherMatch &  
Applicant  
Tracking System

Applicant  
Tracking System

SchoolSpring  
Integration

LINQ

COMING SOON!

HRMS

# As of April 9, 2022....

Watauga County Schools / Home x Watauga - TalentEd Hire x +

watauga.tedk12.com/hire/index.aspx

	Date				
<a href="#">Temporary Pre-K Teacher Assistant</a>	04/04/2022	Classified	Green Valley Elementary School	<a href="#">Apply</a>	
<a href="#">Elementary Teacher for 2022-2023 School Year</a>	04/01/2022	Licensed	Hardin Park Elementary School	<a href="#">Apply</a>	
<a href="#">Pre-K Teacher for 2022-2023 School Year</a>	04/01/2022	Licensed	Green Valley Elementary School	<a href="#">Apply</a>	
<a href="#">After School Group Leaders for Summer School</a>	04/01/2022	Classified	After School	<a href="#">Apply</a>	
<a href="#">Custodian</a>	04/01/2022	Classified	Parkway Elementary School	<a href="#">Apply</a>	
<a href="#">Elementary Music Teacher for 2022-2023 School Year</a>	04/01/2022	Licensed	Hardin Park Elementary School	<a href="#">Apply</a>	
<a href="#">Middle Grades Language Arts &amp; Science Teacher for 2022-2023 School Year</a>	04/01/2022	Licensed	Parkway Elementary School	<a href="#">Apply</a>	
<a href="#">Interim Middle Grades Language Arts &amp; Social Studies Teacher for 2022-2023 School Year</a>	03/25/2022	Licensed	Green Valley Elementary School	<a href="#">Apply</a>	
<a href="#">Middle Grades Career Development Coordinator</a>	03/21/2022	Licensed	Watauga County Schools	<a href="#">Apply</a>	
<a href="#">Mental Health Services Specialist for 2022-2023 School Year</a>	03/17/2022	Licensed	Watauga County Schools	<a href="#">Apply</a>	
<a href="#">Occupational Therapist for 2022-2023 School Year</a>	03/17/2022	Classified	Watauga County Schools	<a href="#">Apply</a>	
<a href="#">Physical Therapy Assistant for 2022-2023 School Year</a>	03/17/2022	Classified	Hardin Park Elementary School	<a href="#">Apply</a>	
<a href="#">Hearing Interpreter for 2022-2023 School Year</a>	03/17/2022	Classified	Cove Creek Elementary School	<a href="#">Apply</a>	
<a href="#">Pre-K Teacher Assistant for 2022-2023 School Year</a>	03/17/2022	Classified	Valle Crucis Elementary School	<a href="#">Apply</a>	

Type here to search

36°F Cloudy 1:58 PM 4/9/2022

Username  Password   [Hire Home](#) | [Internal](#) | [Admin](#) | [Help](#)



- [Job Listings](#)
- [FAQ](#)

**Welcome**

To begin a new application, choose a job from the available listings below. After your information is complete, you will receive a confirmation number, and your information will be saved allowing you to return at any time to submit additional applications.

Please be sure and remember your username and password for use on future applications.

Need help? [Click here for applicant chat support](#) or call the following number for support 1-877-974-7437.

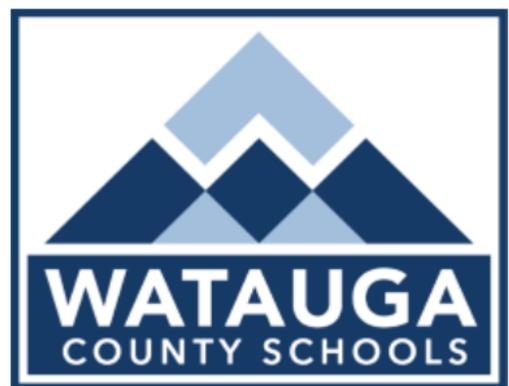
**Menu**

- [Sign Up for Job Alerts](#)
- [View Job Listings](#)
- [I forgot my Username or Password](#)

**Job Listings**

Search

Username  Password   [Hire Home](#) | [Internal](#) | [Admin](#) | [Help](#)



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# TOOLS

**Posting Management**

Job Postings  
Requisitions  
Requisition Approval

**Application Management**

Application Manager

**Interviews & Recommendations**

My Interviews

**Document Library**

**Job Fairs & Career Days**

SUPPORT



Requisition Approval

Impersonating - Brian Bettis

End



### Document Library

Document Library



### Job Fairs & Career Days

Job Fairs  
Career Days



### Forms Exchange

Exchange



SUPPORT

# Documents

## Newest

1. [Conflict of Interest](#)
2. [Substitute Paraprofesional Availability](#)
3. [Special Education Teacher Round 2](#)
4. [Substitute Training Requirement Letter](#)
5. [Sub Orientation](#)

## Newest

1. [Federated Provider Rubric](#)
2. [Federated Provider Rubric](#)
3. [Federated Provider Rubric](#)
4. [Federated Provider Rubric](#)
5. [Federated Provider Rubric](#)

## Newest

1. [uploading to a a one page application](#)
2. [Mother's maiden name](#)
3. [THIS SECTION WILL NO LONGER BE AVAILABLE AFTER 1/25/17](#)
4. [transfers](#)
5. [find email sent](#)

## Highest Rated

1. [Exit Survey](#)
2. [Reference Check Form](#)
3. [Exit Survey](#)
4. [Hiring Process for Non-Teaching Staff](#)
5. [testDocQAI](#)

## Highest Rated

1. [TLE Provider Form](#)
2. [TLE Provider Form](#)
3. [TLE Provider Form](#)
4. [TLE Provider Form](#)
5. [TLE Provider Form](#)

## Highest Rated

1. [How totally awesome was the MW SR User Group Meeting?](#)
2. [bilingual](#)
3. [Sharing info with principals](#)
4. [Social Security Number](#)
5. [Can the Requisition ID number be a field that would print out on the Requisition?](#)

## Most Imported

1. [Form I-9, Employment Eligibility Verification](#)
2. [Training Survey](#)
3. [Federal W-4 Employee's Withholding Allowance](#)
4. [Principal Training Outline](#)
5. [Exit Survey](#)

## Most Imported

1. [TLE Provider Form](#)
2. [TLE Provider Form](#)
3. [TLE Provider Form](#)
4. [TLE Provider Form](#)
5. [TLE Provider Form](#)

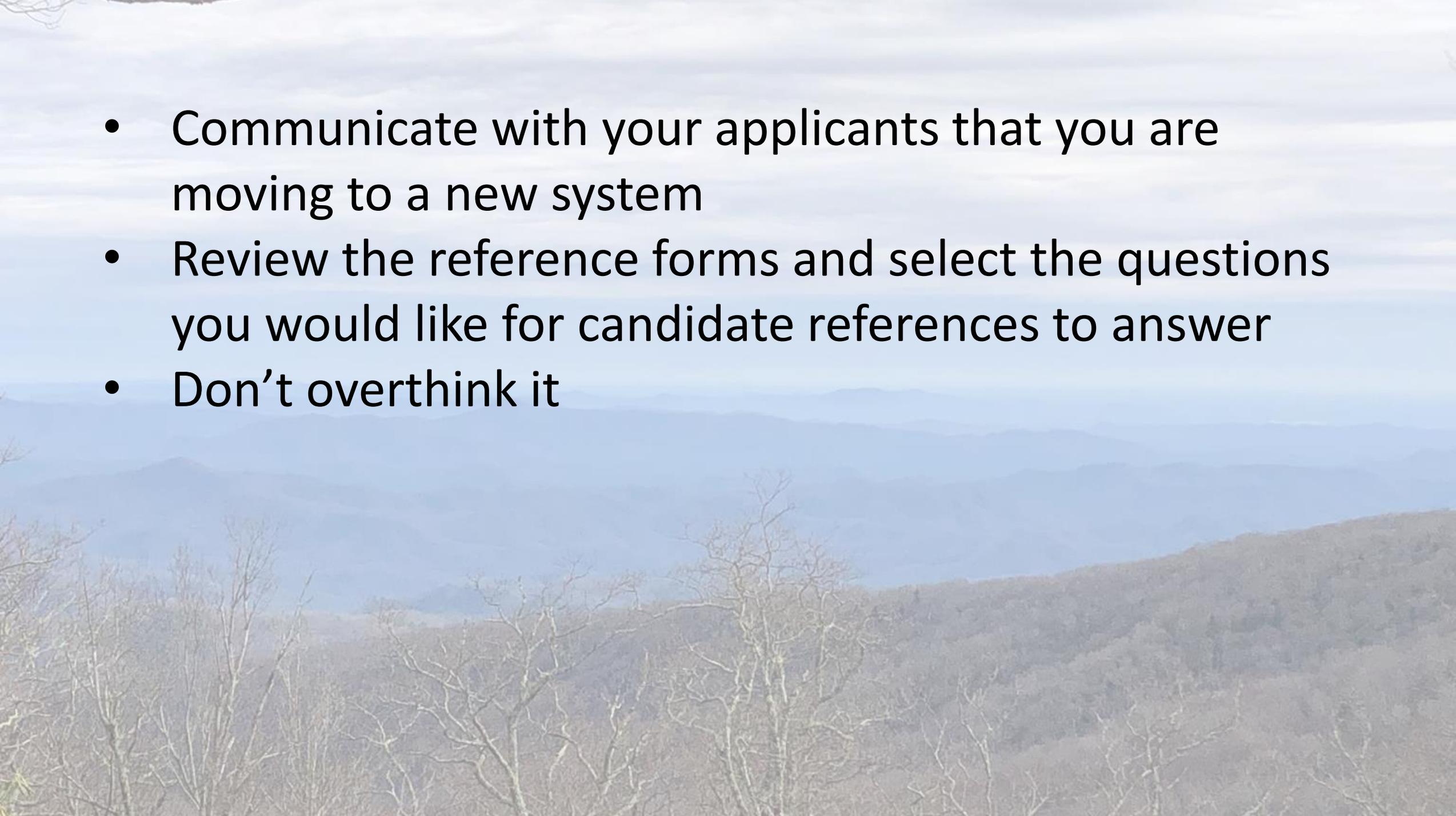
## Most Imported

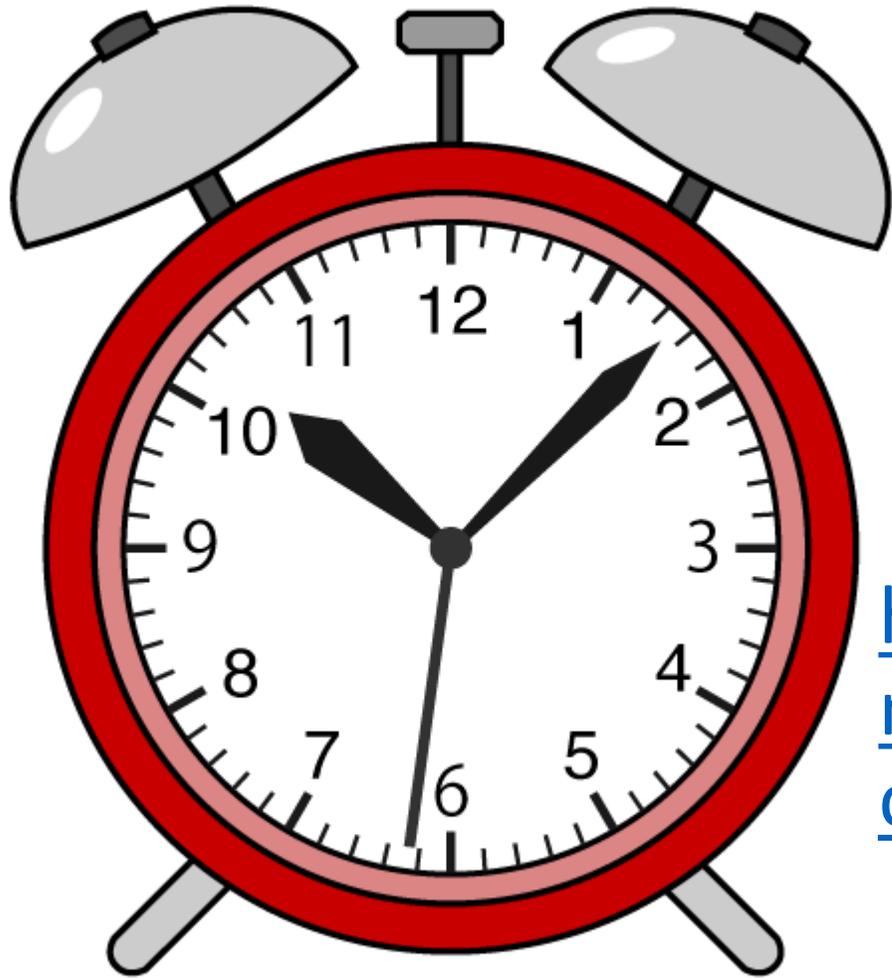
1. [Unique Cover Letters workaround](#)
2. [Samples of Letter of Intent](#)
3. [SB Fingerprint Acknowledgment Form](#)
4. [How totally awesome was the MW SR User Group Meeting?](#)
5. [How often to you give feedback to applicants regarding their application status?](#)

# Tips & Tricks for a Successful Implementation of the ATS

- Work closely with your implementation specialist
- Use the templates that were created as a starting place
- Do your homework
- Play with the ATS in a test environment
- Contact your implementation specialist when you are ready to go live

- Communicate with your applicants that you are moving to a new system
- Review the reference forms and select the questions you would like for candidate references to answer
- Don't overthink it



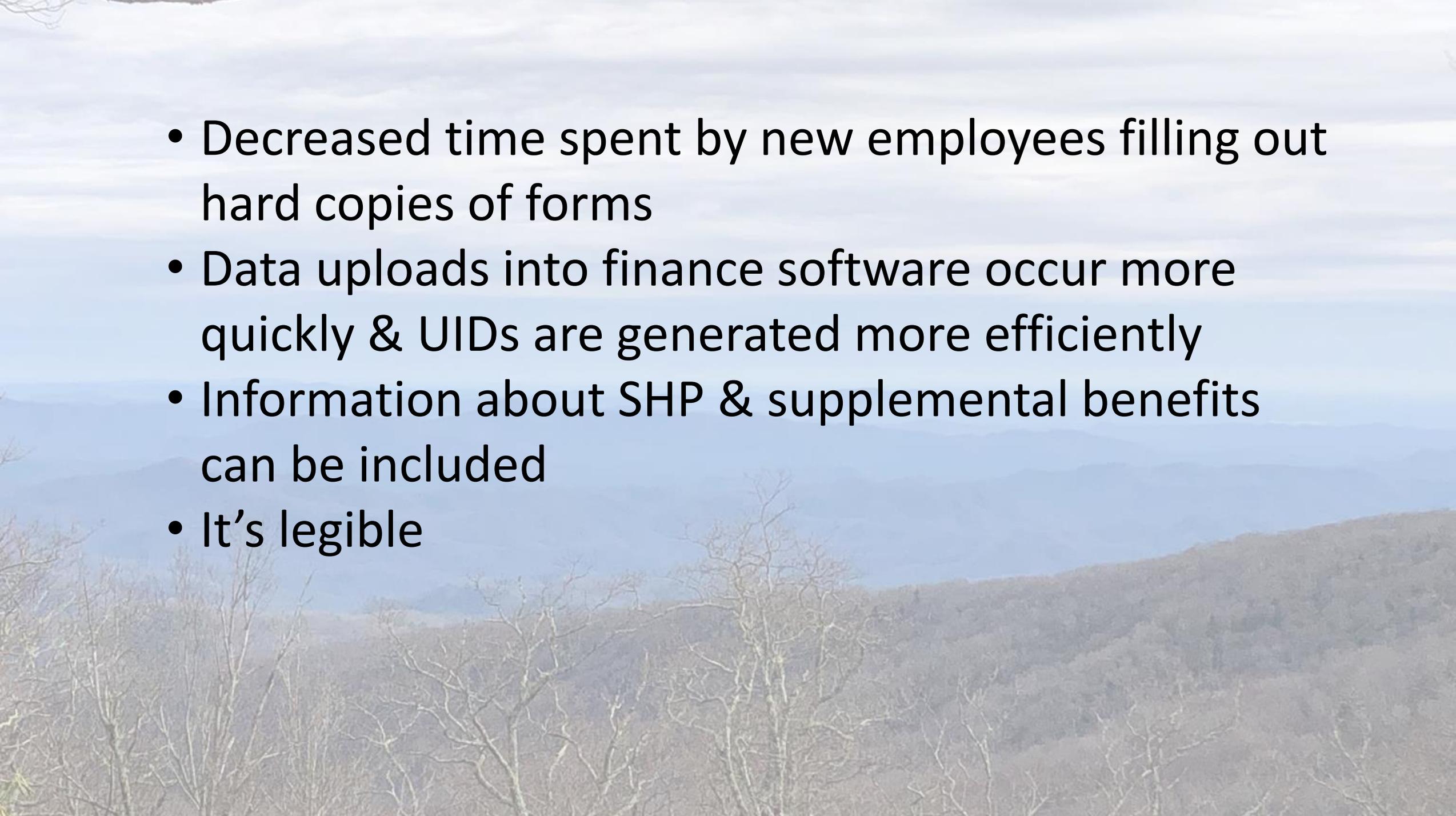


If you've not yet signed up to transition to the ATS:

<https://app.smartsheet.com/b/form/f218513e65f745ecaa0d6c773f04c2f4>

# Why Onboarding?

- There is no additional cost associated with the software
- End-user friendly for the new hire, HR, & Finance
- Can be customized to meet YOUR needs
- New hire documents can be shared with other departments without spending time printing forms
- New hires can upload additional information as needed

- 
- A scenic view of a mountain range with bare trees in the foreground and a hazy sky. The text is overlaid on the left side of the image.
- Decreased time spent by new employees filling out hard copies of forms
  - Data uploads into finance software occur more quickly & UIDs are generated more efficiently
  - Information about SHP & supplemental benefits can be included
  - It's legible

- You receive better information from new hires
- Responses are received faster & are more complete
- You spend less time following-up & tracking down missing new hire documents



# Source Citations

1	<a href="http://diymaps.net/nc.htm">http://diymaps.net/nc.htm</a>
2	<a href="https://www.google.com/url?sa=i&amp;url=https%3A%2F%2Fillustoon.com%2F%3Fid%3D2790&amp;psig=AOvVaw2Cp rdF8gNtEDJitZQt2gQP&amp;ust=1649447602024000&amp;source=images&amp;cd=vfe&amp;ved=0CAoQjRxqFwoTCJiMoaXdgvc CFQAAAAAdAAAAABAJ">https://www.google.com/url?sa=i&amp;url=https%3A%2F%2Fillustoon.com%2F%3Fid%3D2790&amp;psig=AOvVaw2Cp rdF8gNtEDJitZQt2gQP&amp;ust=1649447602024000&amp;source=images&amp;cd=vfe&amp;ved=0CAoQjRxqFwoTCJiMoaXdgvc CFQAAAAAdAAAAABAJ</a>
	<a href="https://www.dpi.nc.gov/districts-schools/district-operations/school-business-systems-modernization/supporting-teacher-recruitment/job-board-applicant-tracking">https://www.dpi.nc.gov/districts-schools/district-operations/school-business-systems-modernization/supporting-teacher-recruitment/job-board-applicant-tracking</a>
	<a href="https://drive.google.com/file/d/1g2hI6dpYQbpQr7_wOqfpfcTftF3D1Jy4/view">https://drive.google.com/file/d/1g2hI6dpYQbpQr7_wOqfpfcTftF3D1Jy4/view</a>
	<a href="https://drive.google.com/file/d/1-rrZBJwmv_xQvASWxPFmfTg1n75PPdAV/view">https://drive.google.com/file/d/1-rrZBJwmv_xQvASWxPFmfTg1n75PPdAV/view</a>
	Photo Credit: Christy L. Parker December 21, 2021, Blue Ridge Parkway
	Christy L. Parker, PANC Presentation Fall 2017