

Interested in being a Sub?

Pre-Employment Process Made **EASY**



It's easy and it's all on-line. *Boyd County Public Schools (BCPS)* uses TalentEd, the online application process. You may upload your resume, letters of recommendation, transcripts, and certifications directly into the program. An email address is required. Substitutes must have at least 64 college credit hours.

We will be accepting applications for substitute positions beginning July 15.

If you think *Boyd County Public Schools* is right for you, go to the BCPS web page www.boyd.kyschools.us, and under "Quick Links," on the left side, select "Employment," and then select "Apply Here (TalentEd)." Follow the screen prompts to make a username and password and apply for any position for which you are qualified. Remember, an email address is required. Becoming a Sub is an excellent way to get your foot in the door for a future position.

BCPS district employees are committed to creating an environment of high expectations, to engage every student in work reflecting a high achievement level and to work collaboratively with students, colleagues, families, and our community to ensure student learning. This commitment guides our every decision and establishes our priorities.

We hope to see you at *Boyd County Public Schools*

The Leader In Learning

Every Student **Counts**
Every Day **Matters**



Boyd County Public Schools

How to apply: TalentEd

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How to apply for a position:

- Visit our Webpage at www.boyd.kyschools.us
- Go to the "Quick Links" menu on the left side; click "Employment"; then click "TalentEd" from the drop down sub-menu
- Choose the job for which you would like to apply
- Click/Create New Account/Apply

Note: the application has several pages. You do not have to enter information on every page - just fill in what pertains to you.



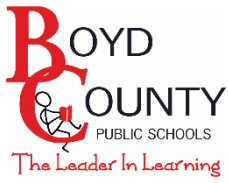
BE SURE TO REMEMBER YOUR USERNAME AND PASSWORD –this will be required each time you apply.

Once you have entered all information and completed the application, **you need to click "SUBMIT YOUR APPLICATION"** and wait for a confirmation. For your records, you may want to print out or write down the confirmation.

Your application will always be saved. The next time you want to apply, you will choose "I ALREADY HAVE AN ACCOUNT WITH BOYD COUNTY." At that time, you will be asked to enter your username and password. Your saved application will then be on the screen in view. You now have the opportunity to add additional information pertaining to the specific job posting or you may leave it the same.



"An Equal Education and Employment Institution"



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