

Peer Recruiters

A centrally funded per-session program through the Office of Teacher Recruitment & Quality

What is a Peer Recruiter?

A Peer Recruiter is a per session teacher role for someone who can speak passionately about their school community and has a “candidate experience lens.” **They serve as an ambassador for their school, engage candidates throughout the hiring process, and are excited about hiring and onboarding a diverse and inclusive pool of teachers to support students in their community.** Peer Recruiters are reflective and collaborative educators with a mission to have a positive impact on student learning by creating a strong NYCDOE teacher community.

In 2023, there will be **approximately 400 Peer Recruiter spots available** for schools that are in **Districts 7-12, 16, 17, 19, 23, 27, 31, 32, 75 and Access schools in those geographic districts.** Note that the eligible districts change each year.

Each Peer Recruiter will receive **40 per session hours funded and administered by the Office of Teacher Recruitment and Quality (TRQ)**. The program runs from March through September.

The 2023 Selection Process

This role is for a **NYCDOE licensed teacher with a minimum of two years of classroom experience.** It is highly recommended that you select a teacher who is at least two years into their teaching career and **understands the candidate's job search experience.** It is also preferable that you select a teacher certified in a high-need subject area and who best represents your school community.

They must have **strong verbal and written communication skills** and be comfortable using Excel, Google Classroom, and a quick learner when encountering new technology platforms.

Teachers must apply according to the [per session posting](#). Teachers applying for the position will need to affirm that they have spoken to their principal about their application and your school’s commitment to participate in the program and engage with TRQ hiring supports.

Why is starting the teacher recruitment process early important?

Starting early gives schools access to the best candidates when the candidate pool is at its peak and frees up capacity for curriculum development and new teacher onboarding through the summer. Schools are then prepared to “hit the ground running” with hiring when budgets are released. Research in NYC has shown that schools that engage in three or more hiring support activities with TRQ:

- Have fewer vacancies on the first day of school
- Hire better quality teachers
- Hire teachers that are more likely to be retained over 5 years and are a better fit for the school community

92%
rated Effective or
Highly Effective

92% of teachers hired in June or earlier went on to be rated Effective or Highly Effective, compared to only 81% of those hired in August.

92%
less likely to leave

Between 2017-2019, teachers hired early (before July 15) were **92 percent less likely to leave** their school than teachers who were not hired early.

The Peer Recruiter's Role

Peer Recruiters must commit to working 5-8 hours/month. Responsibilities and supports to schools include:

- Participating in online orientation and training sessions with TRQ
- Attending virtual networking events on behalf of their school - cultivating a pool of candidates
- Completing assignments and participating in online discussions through the Google Classroom
- Working closely with school's principal and the Office of Teacher Recruitment and Quality (TRQ) to determine school hiring needs and create a structured plan for teacher recruitment, hiring, and onboarding.
- Supporting school principal with management of school hiring team and selection process.
- Staying in close communication with TRQ around support needed, questions, and feedback
- Creating and/or revising school marketing materials (e.g., one-pagers, videos, social media pages, etc.)
- Screening and interviewing candidates, keeping them "warm" and engaged throughout the hiring process and introducing them to your school's culture
- Scheduling and running school tours for potential candidates
- Implementing the [Inclusive Teacher Recruitment and Hiring Initiative \(ITRHI\)](#) resources and further promoting diversity and inclusivity in your school's existing hiring process

The Principal's Role

Principals take an active role in the work that Peer Recruiters are completing. We ask that Principals commit to:

- Identifying a teacher(s) that would best serve your school community as a new teacher recruitment ambassador
- Informing the identified teacher(s) that they have been selected and confirming this teacher's interest
- Completing the Peer Recruiter Nomination Survey
- Completing the TRQ Hiring Projections Survey (sent in January 2023)
- Attending the online orientation session with their Peer Recruiter
- Holding an initial meeting with your school's Peer Recruiter to review focus areas and responsibilities you would like your Peer Recruiter to work on (a meeting agenda will be shared by TRQ in March to help guide this conversation)
- Scheduling regular meetings and check-ins with your Peer Recruiter to discuss hiring updates, provide next steps and direction for tasks, and ensure alignment in work being completed
- Completing feedback surveys requested by TRQ

Questions about the Peer Recruiter Program:

If you have any questions about the Peer Recruiter Program, please [contact the Peer Recruiter Team here](#) with the subject line "Peer Recruiter Information."