PERSONNEL DUTIES	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
POSTING VACANCIES	The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
APPLICATIONS	All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.
SELECTION OF PERSONNEL	The Superintendent has sole administrative authority to make recommendations to the Board regarding the selection of contractual personnel. The Superintendent shall establish the duties and responsibilities of all District personnel.
EMPLOYMENT OF CONTRACTUAL PERSONNEL	Final authority for selection and employment of classroom teachers, librarians, nurses, counselors, and other certified contractual personnel with a classification of job group 6 or lower in the compensation manual, with the exception of assistant principals, shall be given to the Superintendent or designee. Final authority for selection and employment of assistant principals and positions with a job group 7 or higher in the compensation manual, shall be retained by the Board. [See DCA, DCB, DCC, and DCE as appropriate]
EMPLOYMENT OF NONCONTRACTUAL PERSONNEL	The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
EXIT INTERVIEWS AND EXIT REPORTS	An exit interview/survey shall be conducted, if possible, for every employee who leaves employment with the District.