

CHS High School Teacher Application Process

Thank you for your interest in becoming a part of the EvCC College in the High School program! This page provides details on hiring qualifications and the application process.

Qualifications

A high school teacher interested in teaching as a CHS teacher must meet the same minimum qualifications as an EvCC part-time faculty member. Teacher must meet qualifications for each class. Visit our [minimum part-time faculty qualifications page](#) for details.

Application Packet

Prior to submitting the entire application packet, applications who would like to verify minimum qualifications can email collegeinhs@everettcc.edu. In the email, please include your first and last name, high school, class interest, degrees earned, and teaching experience. This review will not guarantee an approval.

A complete application packet includes an EvCC Employment Application, resume, unofficial transcripts, class syllabus, and an assessment sample. Please submit the packet requires according to the guidelines below:

1. EvCC Employment Application
 - Apply online at <https://employment.everettcc.edu/postings/4071>
2. Resume
 - Attach to the EvCC Employment Application
3. Unofficial Transcripts
 - Attach to the EvCC Employment Application
4. Syllabus
 - Utilize the [EvCC syllabus template](#) to complete your syllabus. A sample syllabi or course information form is available upon request.
 - The syllabus must include:
 - i. EvCC course description
 - ii. Student Learning Outcomes
 - iii. Core Learning Outcomes
 - Email a complete syllabus for each class to collegeinhs@everettcc.edu
5. Assessment Sample
 - The assessment is used to determine if grading is comparable to a student in the same EvCC open enrollment course (on-campus, hybrid, online).
 - Email a complete assessment for each class to collegeinhs@everettcc.edu

Deadline Details

Preferred Deadline: May 1st

Final Deadline: September 30th

World Language and Political Science require a teaching/classroom observation before approval. Apply early so the observation can be scheduled and completed prior to the final deadline.

Questions: Please email us at collegeinhs@everettcc.edu.