



# United States Department of the Interior

BUREAU OF INDIAN EDUCATION  
Washington, D.C. 20240



IN REPLY REFER TO:

## National Policy Memorandum

### Bureau of Indian Education

**Number:** NPM-EDUC-27

**Effective:** 4/1/12

**Expires:** 4/1/13

**Title:** Policy Waiving Qualification Requirements for Teacher Recruitment Organizations

#### 1. Purpose

The Bureau of Indian Education (BIE) is committed to providing quality educational opportunities to American Indian and Alaska Native communities. The ability to attain a quality education is essential to the native communities that we serve and promotes the aspirations of those unique peoples.

Teacher recruitment organizations (hereinafter referred to as "organizations") conduct wide recruitment efforts to locate teachers with rich and diverse backgrounds and experiences. These organizations are able to identify and screen these teacher candidates for qualities they have in common with the most successful teachers, including strong leadership potential. Due to issues such as school isolation and lack of housing options, the BIE often has difficulty finding quality teachers. Waiving the qualification requirements for teacher candidates may broaden the applicant pool and permit BIE to obtain teachers in an expeditious manner.

#### 2. Scope

This policy applies to all BIE human resources hiring personnel, or BIE staff making hiring decisions, and job category 0028 BIA/BIE (Teacher).

#### 3. Policy

Recruits must meet the rigorous, academic, character, extracurricular, and community involvement requirements set by the organization's program. With that understanding, this policy is being issued to waive the qualification requirements of job category 0028 BIA/BIE (Teacher), to include alternative licensure programs, for those recruits provided by organizations who are being considered for employment by the BIE. This policy is in effect for organizations that have a valid memorandum of agreement (MOA) with the BIE. This policy may not be applied to applicants, employees, recruits or members of organizations that do not have a valid MOA with the BIE.

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Release #12-01

New

#### 4. Authority

32 IAM 2 - Education Contract Personnel

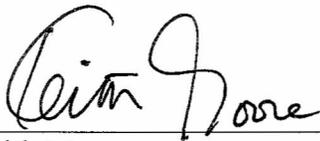
#### 5. Roles and Responsibilities

**Director, BIE.** The BIE Director is responsible for final approval of the BIE Policy Waiving Qualification Requirements for Teacher Recruitment Organizations, and submission of the final policy to the Human Resources Officer, BIE.

**Human Resources Officer, BIE.** The Human Resources Officer (HRO) is responsible for the annual review of the policy. The HRO is responsible for monitoring the Human Resources Office for adherence to the Policy Waiving Qualification Requirements for Teacher Recruitment Organizations.

**Human Resources Specialist, BIE.** Human Resources Specialists are responsible for ensuring compliance with the Policy Waiving Qualification Requirements for Teacher Recruitment Organizations in hiring practices.

#### 6. Approval



Keith Moore  
Director

3-23-12  
Date