

Midway Independent School District
Personnel Needs Assessment
2020-2021

Position Information:

Please complete information for each position requested. Give rationale (i.e. course selection, enrollment) for needing this new position. What position can be absorbed or re-arranged in order to accommodate funding for this request, and describe alternative ways to deliver the services should the position not be approved or filled.

Location: _____

Position:

- Professional
- Paraprofessional
- Auxiliary

- Full Time
- Part Time

Rationale:

Funding source/absorption:

Alternative ways to deliver services if position is not approved:

Position:

- Professional
- Paraprofessional
- Auxiliary

- Full Time
- Part Time

Rationale:

Funding source/absorption:

Alternative ways to deliver services if position is not approved:

1. Prepare a justification to recruit for the position. The justification should address the following:
 - a. Impact of the position on students;
 - b. Consequences for not filling the position;
 - c. Any alternatives considered and why filling the position is the best alternative.
2. Submit an updated job description if necessary.

Requestor: _____

Date: _____