

Applying at ISD#1 School and Aitkin Activities Guidelines

Thank you for your interest in applying with Aitkin Public School and Aitkin Activities. We are excited about your interest in applying as a coach, activities leader, or game personnel worker for Aitkin Activities. Please follow these steps to apply to Aitkin Public School for employment.

Aitkin District Office Paperwork:

1. You will need to fill out ISD #1 Employment Packet before any work at Aitkin School can happen.
 - a. [Simply click on this link to access the PDF version of the packet.](#)
 - b. Or [visit the isd1.org employment website.](#)
2. You will need to submit a background check at ISD#1
 - a. Payment is only by check or Money Order for \$15.00 payable to "MN BCA."
 - b. The background check must be cleared before any work and may take up to 2 weeks to process. Please submit asap.
3. You will need to provide two government-issued photos of an ID.
 - a. A photocopy of a driver's licenses, passport, or birth certificate would be acceptable.

If you have any further questions about the employment information, please contact Mary Aulie at maulie@isd1.org

MN State High School League (MSHSL) Coaches Dashboard)

If you plan to coach or lead in any MSHSL sponsor activity level, you will need to register on MSHSL and create a coaches dashboard account. Please click on the link below to create an account or resources of how to.

[MSHSL Coaches \(Create an Account\) Link](#)

[MSHSL Coaches Getting Start Resources Link \(Very helpful\)](#)

Please explore and create your accounts asap and if you have any questions, contact Alex White at awhite@isd1.org before contacting MSHSL.

Aitkin Activities Handbook Website

The activities office created this google website to help all coaches and activities find the latest updated information about Aitkin activities and ISD#1 policies and procedures. Please visit the site link below:

[Aitkin Activities Handbook Website \(Link Website\)](#)