

ABSTRACT:

Human factor creates the greatest risk when working with people. Above all, to give a good example for future generations, it is necessary to select preschool teachers carefully. However, the role teachers play is not only to present a good example for children but to be also a colleague and team worker. Pre-school teachers are required to possess professional and personality competences. Therefore the process of recruitment and selection of teaching staff (followed by their adaptation in preschools) is one of the most important and difficult things in personnel management. Key staff, managers and personnel officers are in charge of this process. It is highly important to be able to identify, evaluate and eliminate possible risks in the course of all recruitment process. To eliminate such risks is fundamental not only for key staff in education system. The aim of the paper is to define particular measures of prevention arising from identification and evaluation of possible risks during recruitment and selection of teaching staff school education, taking into account their future incorporation into the process of education. This paper reviews ways, procedures and experience of key staff in pre-schools creating background for successful recruitment and selection of useful team members.

KEY WORDS:

Human resources, risks, risk prevention, recruitment and selection process of teaching staff, teaching staff, preschool teacher personality, preschool education