

# Here in Spirit



## Holy Spirit Catholic Schools Regional Newsletter



### Employment Opportunities at a Glance:

- **New postings since last publication:**
- **Administrative Assistant** – École St. Mary
- **Education Assistant** – Children of St. Martha
- **Education Assistant** – St. Michael's (Pincher Creek)
- **Family First Facilitator** – Children of St. Martha
- **Family First Facilitator** – École St. Mary
- **Library Clerk** – St. Francis
- **Early Learning Education Assistant** – St. Michael's (Pincher Creek)
- **Education Assistant** – St. Michael's (Pincher Creek)
- **Casual Education Assistants** – Various Locations
- **Relief Caretakers** – Various Locations
- **Substitute Teachers** – Various Locations

### *Our Mission Statement*

We are a Catholic Faith Community, dedicated to providing each student entrusted to our care with an education rooted in the Good News of Jesus Christ.

Guided by the Holy Spirit, in partnership with home, parish and society, our schools foster the growth of responsible citizens who will live, celebrate and proclaim their faith.

Our Catholic Faith is the foundation of all that we do.

# Employment Opportunities

*These positions are open to all internal and external candidates. External applicants must provide a current police information (including vulnerable sectors) check, and a current intervention record check prior to employment, if chosen as the successful candidate.*

## **ADMINISTRATIVE ASSISTANT – École St. Mary School**

We are looking to hire a continuous full time 35.0 hour per week Administrative Assistant (10 month) at École St. Mary School in Lethbridge. This position is to commence as soon as possible and is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201014**.

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## **EDUCATION ASSISTANT – Children of St. Martha School**

We are looking to hire a temporary part time 28.0 hour per week Education Assistant at Children of St. Martha School in Lethbridge. This position is to commence as soon as possible, and terminate June 25, 2021. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201015**.

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## **EDUCATION ASSISTANT – St. Michael's School (Pincher Creek)**

We are looking to hire a continuous part time 28.0 hour per week Education Assistant at St. Michael's School in Pincher Creek, commencing as soon as possible. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201016**.

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## **FAMILY FIRST FACILITATOR – Children of St. Martha School**

We are looking to hire a continuous full time 35.0 hour per week Family First Facilitator at Children of St. Martha School in Lethbridge, commencing as soon as possible. The position includes a flexible work week with evening and weekend availability necessary for scheduled events.

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## **FAMILY FIRST FACILITATOR – École St. Mary School**

We are looking to hire a continuous full time 35.0 hour per week Family First Facilitator at École St. Mary School in Lethbridge, commencing as soon as possible. The position includes a flexible work week with evening and weekend availability necessary for scheduled events.

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## **LIBRARY CLERK – St. Francis Junior High School**

We are looking to hire a temporary full time 30.0 hour per week Library Clerk at St. Francis Junior High School in Lethbridge, to commence as soon as possible, and terminate January 19, 2021. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201017**.

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### **EARLY LEARNING EDUCATION ASSISTANT – St. Michael's School (Pincher Creek)**

We are looking to hire a temporary part time 14.0 hour per week Early Learning Education Assistant at St. Michael's School in Pincher Creek. This position is to commence as soon as possible, and terminate June 16, 2021. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201009**.

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### **EDUCATION ASSISTANT – St. Michael's School (Pincher Creek)**

We are looking to hire a temporary part time 28.0 hour per week Education Assistant at St. Michael's School in Pincher Creek. This position is to commence as soon as possible and terminate June 25, 2021. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20201007**.

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### **CASUAL EDUCATION ASSISTANTS**

We are looking to hire Casual Education Assistants. These positions are covered by the CUPE 1825 collective agreement.

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### **RELIEF CARETAKERS**

We are looking to hire Relief Caretakers at our Division schools: City of Lethbridge, Taber, Bow Island, Coaldale, Picture Butte and Pincher Creek. These positions are covered by our CUPE 290 collective agreement.

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### **SUBSTITUTE TEACHERS**

We are looking to hire Substitute Teachers commencing as soon as possible. These positions are covered by our ATA collective agreement.

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