

Here in Spirit



Holy Spirit Catholic Schools Regional Newsletter

Employment Opportunities at a Glance:

- **Denotes new posting(s) since last publication**
- **Administrative Assistant** – Father Leonard Van Tighem School
- **Early Learning Speech Language Assistant** – St. Catherine School (Picture Butte)
- **Education Assistant** – St. Michael's School (Pincher Creek)
- **Student Information Coordinator** – St. Basil Catholic Education Centre
- **Teacher** – St. Patrick Fine Arts School
- **Associate Principal** – St. Mary School (Taber)
- **Coordinator of First Nations, Métis and Inuit Education** – St. Basil Catholic Education Centre
- **Administrative Assistant** – St. Francis Junior High School
- **Early Learning Program Leader** – St. Catherine School (Picture Butte)
- **Associate Principal** – St. Patrick School (Taber)
- **Family School Liaison Counsellor** – Pincher Creek
- **Teacher** – St. Mary School (Taber)
- **Graduation Coach** – St. Francis Junior High School
- **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 Check (vulnerable sectors must be included for those in positions of trust or authority over children or vulnerable persons), a current Intervention Record Check, and a copy of their social insurance card prior to employment, if chosen as the successful candidate.

ADMINISTRATIVE ASSISTANT – Father Leonard Van Tighem School

We are looking to hire a continuous 35.0 hour per week Administrative Assistant (10 month) at Father Leonard Van Tighem School in Lethbridge. This assignment is to commence as soon as possible and is covered by the CUPE 1825 collective agreement. Please quote **Posting #20210603**.

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EARLY LEARNING SPEECH LANGUAGE ASSISTANT – St. Catherine School (Picture Butte)

We are looking to hire a continuous 15.0 hour per week Early Learning Speech Language Assistant at St. Catherine School in Picture Butte. This assignment is to commence as August 26, 2021. The successful candidate will be required to work on a one on one basis, as well as in a classroom setting. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20210605**.

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

We are looking to hire a continuous 28.0 hour per week Education Assistant at St. Michael's School in Pincher Creek. This assignment is to commence September 1, 2021. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #20210604**.

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STUDENT INFORMATION COORDINATOR – St. Basil Catholic Education Centre

Holy Spirit Catholic School Division is looking to hire a continuous 35.0 hour per week Student Information Coordinator at St. Basil Catholic Education Centre in Lethbridge. This assignment is to commence September 1, 2021. Holy Spirit Catholic Schools serves the communities of Lethbridge, Taber, Coaldale, Picture Butte, Bow Island and Pincher Creek. There are 17 schools in the division (elementary, junior high, high school) with a total enrolment of approximately 5000 students. The school division has approximately 600 employees.

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TEACHER – St. Patrick Fine Arts School

We are looking to hire a probationary full time teacher at St. Patrick Fine Arts School in Lethbridge. This assignment is to commence August 26, 2021. The successful candidate will primarily teach core homeroom subjects along with other subject areas assigned by the Principal. This position is covered by our ATA collective agreement.

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ASSOCIATE PRINCIPAL – St. Mary School (Taber)

We invite all applicants for the position of probationary full time Associate Principal at St. Mary School in Taber. This assignment is to commence August 26, 2021 and terminate June 30, 2022.

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COORDINATOR of First Nations, Métis and Inuit Education

We are looking to hire a temporary full time Coordinator of First Nations, Métis and Inuit Education at St. Basil Catholic Education Centre in Lethbridge, Alberta. This assignment is to commence August 26, 2021 and terminate June 28, 2021. This position is covered by our ATA collective agreement.

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ADMINISTRATIVE ASSISTANT – St. Francis Junior High School

We are looking to hire a continuous 35.0 hour per week Administrative Assistant (10 month) at St. Francis Junior High School in Lethbridge. This assignment is to commence as soon as possible and is covered by the CUPE 1825 collective agreement. Please quote **Posting #20210602**.

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EARLY LEARNING PROGRAM LEADER – St. Catherine School (Picture Butte)

We are looking to hire a continuous 17.5 hour per week Early Learning Program Leader at St. Catherine School in Picture Butte. This assignment is to commence August 26, 2021. This position is covered by the CUPE 1825 collective agreement. **Please quote posting #20210601.**

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ASSOCIATE PRINCIPAL – St. Patrick School (Taber)

We invite all applicants for the position of probationary full time Associate Principal at St. Patrick School in Taber. This assignment is to commence August 26, 2021 and terminate June 30, 2022.

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FAMILY SCHOOL LIAISON COUNSELLOR

We are looking to hire a full time Family School Liaison Counsellor to serve the school community of Pincher Creek. This assignment is to commence August 23, 2021.

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TEACHER – St. Mary School (Taber)

We are looking to hire a temporary full time teacher at St. Mary School in Taber. This position is to commence August 26, 2021 and terminate January 27, 2022. The successful candidate will be teaching junior and senior high Social Studies and English. This position is covered by our ATA collective agreement.

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GRADUATION COACH – St. Francis Junior High School

We are looking to hire a probationary full time Junior High Graduation Coach at St. Francis Junior High School in Lethbridge. This position is to commence August 26, 2021 and terminate June 30, 2022.

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SUBSTITUTE TEACHERS – Various Locations

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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“Share the Mission” Award Call for Nominations!

Nominations are now welcome for Holy Spirit Catholic School Division’s “Share the Mission Award.” This prestigious award recognizes community members, parents, students, and school staff who have:

- Offered outstanding or long term service for the benefit of our students;
- Accepted demanding challenges and set new standards for the rest of us to follow;
- Contributed, through action and deed, to the Catholic atmosphere of our schools;
- Demonstrated involvement and leadership in community / parish organizations;
- Reflected the Mission Statement of the Holy Spirit School Division in all actions:

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each student entrusted in 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 foundations of all that we do.

If you know of an individual or group deserving of the “Share the Mission Award,” please forward their name to Rhonda Kawa at kawarh@holyspirit.ab.ca by June 11, 2021. Nomination information is also accessible on the division’s website at:

https://www.holyspirit.ab.ca/board_administration/board_of_trustees/share_the_mission_award