

Administrative Procedure 411

ASSIGNMENT OF SUPPORT STAFF

Background

Support staff members are a vital component of the educational programs and services provided to students. As a component of the educational team, support staff members are expected to demonstrate their Catholic faith, follow a personal life style that is exemplary to students, parents, staff and community, both at school and in the community, and to recognize the uniqueness of every student in the school

Procedures

Support staff members shall possess and demonstrate the following attributes:

1. A Christ-like attitude toward students, staff, parents and the public.
2. An ethical, reliable and professional attitude toward work with an understanding and acceptance of accountability and responsibility.
3. Dedication to work for a common purpose, and a commitment to work as a team member.
4. An ability to establish and maintain effective working relationships with staff, students, parish and the public.
5. Enthusiasm, initiative, and a sense of humour.
6. An affirming, appreciative, positive and proactive manner.
7. Approachability, flexibility and open-mindedness.
8. Continuing spiritual, personal and professional growth.
9. An openness to participating in all facets of school life.
10. Tolerance, fairness, ecumenism, understanding, patience, honesty, courtesy and mutual respect.