

THURSDAY, MAY 9, 2024

VOLUME XXXI  
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# Here in Spirit



## Holy Spirit Catholic Schools Newsletter

### Employment Opportunities at a Glance:

- **Administrative Support** – École St. Mary School
- **Career Practitioner** – Division Schools
- **Teacher** – Catholic Central High School
- **Teacher** – St. Francis Junior High School
- **Teacher** – Trinity E-Learning School
- **Administrative Support** – St. Michael's School (Pincher Creek)
- **Early Learning Education Assistant** – St. Michael's School (Pincher Creek)
- **Education Assistant** – St. Teresa of Calcutta School
- **Mental Health Professional** – St. Patrick School (Taber)
- **Teacher** – St. Francis Junior High School
- **Casual Caretakers** – Division Schools
- **Casual Education Assistants** – Division Schools
- **Substitute Teachers** – Division Schools

( ➤ Denotes new posting since last publication.)

### *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

If you are interested in applying for any posted positions, you will be directed to apply online. First time applicants will need to create an account as indicated in our instructions which can be found [here](#).

*These positions are open to all internal and external candidates. Prior to employment, successful applicants must provide supporting documents as outlined on our [New Employees](#) page.*

## **ADMINISTRATIVE SUPPORT (Clerk Typist) – École St. Mary School**

We are looking to hire a temporary 35.0 hour per week Administrative Support at École St. Mary School in Lethbridge. This assignment is to commence August 21, 2024 and terminate June 30, 2025. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3745287**.

[View Details](#)

## **CAREER PRACTITIONER – Division Schools**

We are looking to hire a continuous 35.0 hour per week Career Practitioner to serve all Holy Spirit High Schools. This assignment is to commence as soon as possible. This is a 12 month position and is covered by the CUPE 1825 collective agreement. Please quote **Posting #3745297**.

[View Details](#)

## **TEACHER – Catholic Central High School**

We are looking to hire a probationary full time teacher at Catholic Central High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching Spanish Language and Culture with a complement of classes in any of the following areas: Social Studies, Religious Education, and/or Physical Education. This position is covered by the ATA collective agreement.

[View Details](#)

## **TEACHER – St. Francis Junior High School**

We are looking to hire a temporary full time teacher at St. Francis Junior High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching grades 7-9 Humanities. This position is covered by the ATA collective agreement.

[View Details](#)

## **TEACHER – Trinity E-Learning School**

We are looking to hire a temporary full time teacher at Trinity E-Learning School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching grades 10-12 English Language Arts and Social Studies, as well as Religious Education 35. This position is covered by the ATA collective agreement.

[View Details](#)

### **ADMINISTRATIVE SUPPORT (Clerk Typist) – St. Michael's School (Pincher Creek)**

We are looking to hire a continuous 35.0 hour per week Administrative Support at St. Michael's School in Pincher Creek. This assignment is to commence August 26, 2024. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3733874**.

[View Details](#)

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

We are looking to hire a continuous 24.0 hour per week Early Learning Education Assistant at St. Michael's School in Pincher Creek. This assignment is to commence September 9, 2024 and end June 12, 2025. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3739437**.

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### **EDUCATION ASSISTANT – St. Teresa of Calcutta School**

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Teresa of Calcutta School in Lethbridge. This assignment is to commence as soon as possible and terminate June 27, 2024. The duration of this position is dependant on funding. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3739474**.

[View Details](#)

### **MENTAL HEALTH PROFESSIONAL – St. Patrick School (Taber)**

We are looking to hire a temporary full time Mental Health Professional to support St. Patrick School in Taber. This assignment is to commence at a mutually agreed time and terminate March 31, 2025, with the possibility of extension. This is an out of scope position.

[View Details](#)

### **TEACHER – St. Francis Junior High School**

We are looking to hire a temporary full time teacher at St. Francis Junior High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching grades 7-9 Math and Science. Experience teaching CTF would be considered an asset. This position is covered by the ATA collective agreement.

[View Details](#)

### **CASUAL CARETAKERS – Division Schools**

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

[View Details](#)

### **CASUAL EDUCATION ASSISTANTS – Division Schools**

We are looking to hire casual Education Assistants to work at our Division Schools. These positions are covered by the CUPE 1825 collective agreement.

[View Details](#)

## SUBSTITUTE TEACHERS – Division Schools

We are looking to hire Substitute Teachers commencing as soon as possible. These positions are covered by the 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:

*We are a Catholic faith community, dedicated to providing  
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](mailto:kawarh@holyspirit.ab.ca) by June 7, 2024. Nomination information is also accessible on the division’s website or by clicking on the following link:

[Share the Mission Nomination Form](#)



CATHOLIC EDUCATION WEEK  
MAY 5 - 10 2024

*Courage  
to Lead*



"Have I not commanded you?  
Be strong and courageous. Do  
not be afraid; do not be  
discouraged, for the Lord your  
God will be with you wherever  
you go."

JOSHUA 1:9



**WEAR BLUE TO SUPPORT CATHOLIC EDUCATION**