

THURSDAY, OCTOBER 2, 2025

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Here in Spirit



Holy Spirit Catholic Schools Newsletter

Employment Opportunities at a Glance:

- **Education Assistant** – St. Joseph School (Coaldale)
- **Kindergarten Education Assistant** – St. Patrick School (Taber)
- **Accounting Technician** – St. Basil Catholic Education Centre
- **Caretaker** – Father Leonard Van Tighem School
- **Education Assistant** – Catholic Central High School
- **Maintenance Specialist** – St. Basil Catholic Education Centre (x2)
- **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.

EDUCATION ASSISTANT – St. Joseph School (Coaldale)

We are looking to hire a continuous 28.0 hour per week Education Assistant at St. Joseph School in Coaldale. This assignment is to commence at a mutually agreed upon date. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3985012**.

[View Details](#)

KINDERGARTEN EDUCATION ASSISTANT – St. Patrick School (Taber)

We are looking to hire a temporary 14.0 hour per week Kindergarten Education Assistant to work Tuesdays and Thursdays at St. Patrick School in Taber. This assignment is to commence at a mutually agreed upon date and terminate December 19, 2025. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3985018**.

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ACCOUNTING TECHNICIAN – St. Basil Catholic Education Centre

We are looking to hire a continuous 35.0 hr per week Accounting Technician at St. Basil Catholic Education Centre in Lethbridge. This assignment is to commence as soon as possible. This is an out of scope position reporting to the Finance Manager. Due to the division Christmas, Easter and summer breaks, this position is a 0.85 FTE.

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CARETAKER – Father Leonard Van Tighem School

We are looking to hire a continuous 35.0 hour per week Caretaker with the initial assignment at Father Leonard Van Tighem School in Lethbridge. This assignment is to commence as soon as possible. The successful candidate must be able to work weekday afternoons, evenings, and days as assigned. This position is covered by the CUPE 1825 Maintenance and Custodial collective agreement.

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EDUCATION ASSISTANT – Catholic Central High School

We are looking to hire a temporary 28.0 hour per week Education Assistant at Catholic Central High School in Lethbridge. This assignment is to commence as soon as possible and terminate October 31, 2025, with the possibility of extension. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3983589**.

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MAINTENANCE SPECIALIST – St. Basil Catholic Education Centre

We are looking to hire a continuous 40.0 hour per week Maintenance Specialist at St. Basil Catholic Education Centre in Lethbridge. This assignment is to commence as soon as possible. This position is covered by the CUPE 1825 Maintenance and Custodial collective agreement.

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MAINTENANCE SPECIALIST – St. Basil Catholic Education Centre

We are looking to hire a continuous 40.0 hour per week Maintenance Specialist at St. Basil Catholic Education Centre in Lethbridge. This assignment is to commence as soon as possible. This position is covered by the CUPE 1825 Maintenance and Custodial 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. These positions are covered by the CUPE 1825 Maintenance and Custodial collective agreement.

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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.

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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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