



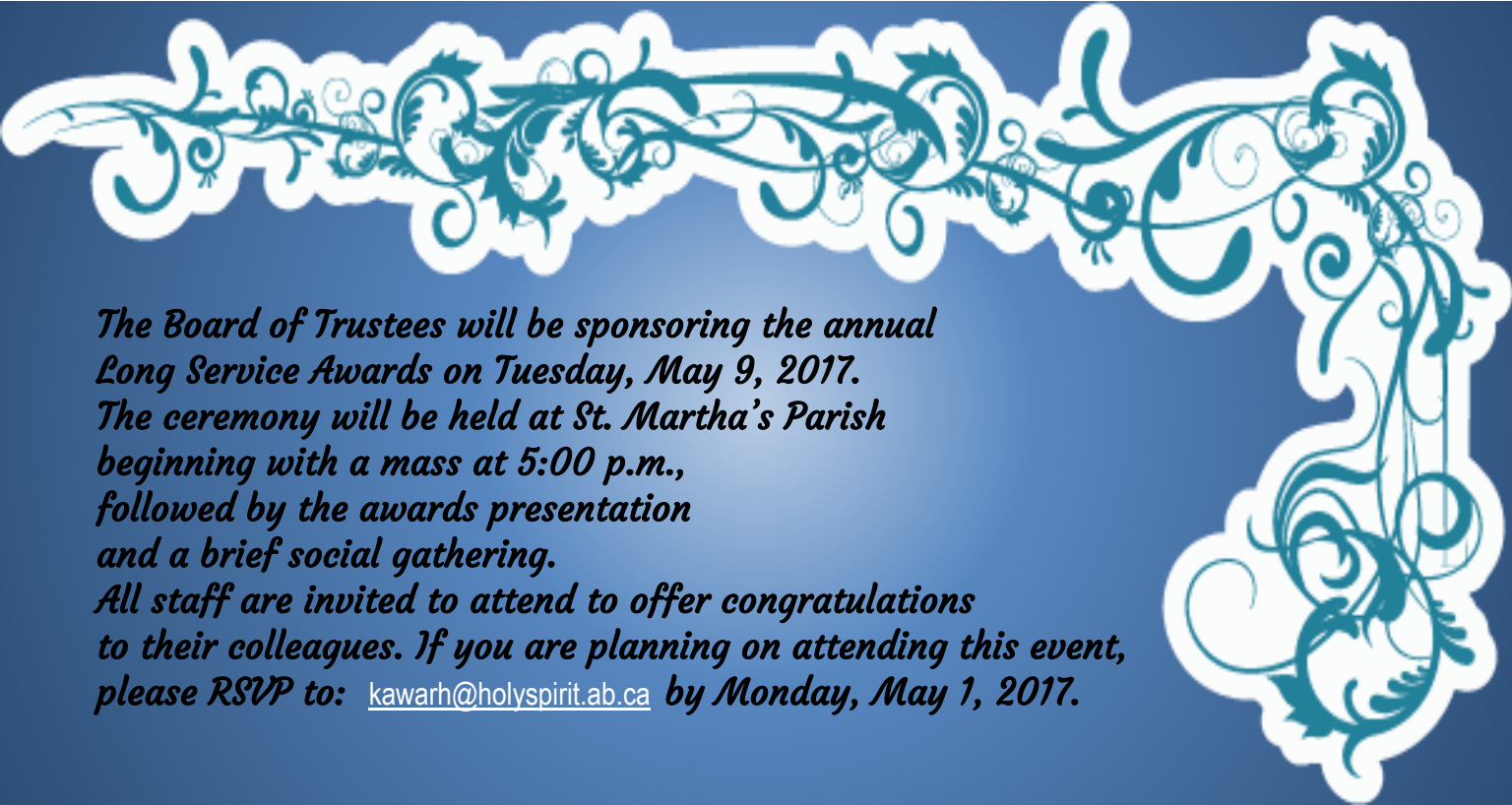
**HERE IN SPIRIT...
Regional Newsletter
Holy Spirit Catholic Schools**

TUESDAY, APRIL 18, 2017

VOLUME XXIII NO. 35

Our Mission

We are a Catholic Faith Community dedicated to providing each student 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.



The Board of Trustees will be sponsoring the annual Long Service Awards on Tuesday, May 9, 2017. The ceremony will be held at St. Martha's Parish beginning with a mass at 5:00 p.m., followed by the awards presentation and a brief social gathering. All staff are invited to attend to offer congratulations to their colleagues. If you are planning on attending this event, please RSVP to: kawarh@holyspirit.ab.ca by Monday, May 1, 2017.

Share the Mission Award – Call for Nominations!

Nominations are now welcome for the 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 central office by June 16, 2017. Nomination information is accessible on the division's website at: <http://bit.ly/sharethemissionhs4>.



Jennifer Forchuk – Business Services

Jenn started with Holy Spirit in February of 2015 as the Payroll, Pension and Benefits coordinator for our Teachers and TOC's. Along with processing the monthly payrolls, Jenn is also responsible for managing and maintaining the ATRF pension system and monthly remittances. Jenn always has time to answer any questions or concerns a teacher or TOC has regarding their pay or benefits and will help them to the best of her ability. Helping those around her is one of her favorite parts of the job. Her laughter can often be heard throughout the building!

Jennifer Gould-Hawke – Business Services

Our other Jenn joined Holy Spirit in the Spring of 2016. On a daily basis, she administers to the payroll, pension and benefits for our Support and Casual CUPE 1825 and 290 Staff. Alongside that, she takes care of WCB and LAPP administration and reporting. Jenn has a vibrant personality and a passion for people. While I can't say "The Jenns" keep a quiet office, they have fun and truly enjoy the work they do for you.





HOLY SPIRIT STARS



It is important to acknowledge the many excellent accomplishments of our staff and students. Please join us in congratulating the following on their achievements:

NAME	SCHOOL	ACHIEVEMENT
Ethan Choi	St. Michael's School, Pincher Creek, Student	Won Junior Male Athlete at the Lethbridge Sport Council Achievement Awards. This award is presented to athletes who exhibit the highest level of skill, performance and dedication to their sport.
Leila Pacleb, Jobert Cruz, Cherilene Payongayong, Christine Agravante, Landon French, Tyson Phillips, Hannah Adra, Rae-Anne Vayro	St. Mary School, Taber, Students	Won gold medals at recent badminton tournaments.
Carlo Rodrigo, Rory Murphy, Kaleb Muller, Mason Muller, Guianne Rodrigo, Colton Weinberger, Christine Agravante, Rae-Anne Vayro	St. Mary School, Taber, Students	Won silver medals at recent badminton tournaments.
Cherilene Payongayong, Hannah Adra, Guianne Rodrigo, Landon French, Rae-Anne Vayro, Jobert Cruz, Tyson Phillips	St. Mary School, Taber, Students	Won bronze medals at recent badminton tournaments.

"Every accomplishment starts with the decision to try" – Brian Littrell

EMPLOYMENT OPPORTUNITIES

FULL TIME CARETAKER

For external applicants: the successful candidate must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract.

We currently are looking to hire a 40.0 hour per week caretaker to work a Tuesday to Saturday work week that will include some evening shifts up to 10pm. This position will commence as soon as possible. A 5th Class Power Engineer's Certificate of Competency or related plant experience would be an asset.

The Individual

You are a strong advocate for youth and their success in learning. You demonstrate by interest, lifestyle, and growth involvement within a Christ-centered working environment. Your participation within the Catholic faith is considered to be an asset.

The caretaker is responsible for providing and maintaining a safe and clean environment for the school and the community. The caretaker must be physically able to complete all tasks required in the general maintenance of the school building and equipment.

EDUCATION:

- High School Diploma;
- Current WHMIS certification;
- Current First Aid certification.

WORK EXPERIENCE:

- Experience as a custodian or in a related field or area.

TECHNICAL SKILLS (basic knowledge of):

- Hand and power tools;
- Ground maintenance equipment;
- Cleaning equipment (including floor washers, buffers, etc.);
- Plumbing and electrical systems;
- Computer skills.

INTERPERSONAL SKILLS:

- Demonstrates ethical and confidential behaviour;
- Demonstrates appropriate and independent use of time;
- Maintains effective working relationships with staff, students and community members.

Application package must include the following:

- A cover letter indicating the position applied for;
- Holy Spirit Support Staff Application Form located on our website:
<http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Documentation which would support the education requirements for this position;
- A copy of 5th Class Power Engineer Certificate if applicable;
- Contact information for 3 references.

For more information regarding this position, please call our Plant Operations Coordinator, Mr. Mike Herauf at (403) 327-9555.

This position will remain open until a suitable candidate is found. Interested, qualified applicants are asked to submit **by email** a complete application package as described above to:

Mr. Brian Macauley, Deputy Superintendent
Holy Spirit Catholic School Division
Email: kawarh@holyspirit.ab.ca

We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

FRENCH IMMERSION SUBSTITUTE TEACHERS NEEDED

The successful candidates must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to being added to the sub list.

The Holy Spirit Catholic Board of Education has openings for French Immersion substitute teachers. The successful candidate should be bilingual, and able to communicate fluently in both oral and written forms in French and English. Special consideration will be given to those who have a French Immersion designation in their degree.

The Individual

You are a strong advocate for youth and their success in learning. You demonstrate by interest, lifestyle, and growth involvement within a Christ-centered working environment. Your participation within the Catholic faith is considered to be an asset.

Qualifications

Certified to teach in the province of Alberta.

Application package must include the following:

- A cover letter indicating the position applied for;
- Resume, and any other documentation which would support your application;
- Contact information for 3 references;
- Holy Spirit Substitute Teacher Application Form located on our website:
<http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Pastoral Reference Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>

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SUBSTITUTE TEACHERS

The successful candidates must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to being added to the sub list.

The Holy Spirit Catholic Board of Education has openings for substitute teachers.

The Individual

You are a strong advocate for youth and their success in learning. You demonstrate by interest, lifestyle, and growth involvement within a Christ-centered working environment. Your participation within the Catholic faith is considered to be an asset.

Qualifications

Certified to teach in the province of Alberta.

Application package must include the following:

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CASUAL EDUCATION ASSISTANTS

The successful candidates must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to being added to the casual list.

The Holy Spirit Catholic Board of Education has openings for casual Education Assistants.

The education assistant provides assistance to children with various degrees of need in the learning environment, under the direction and supervision of the inclusive education liaison, the classroom teacher, and the principal. In this position it is necessary to be physically fit in order to actively engage students in all aspects of their educational program. Confidentiality is of utmost importance in achieving the common good for all students. Through collaborative team-based structure, the education assistant will carry out tasks as assigned by both the daily and program supervisors.

QUALIFICATIONS

EDUCATION:

- Education Assistant Certificate and/or Diploma or Rehabilitation Practitioner Certificate and/or Diploma or equivalent.

WORK EXPERIENCE:

- At least one year experience working with students with special programming needs.

SKILLS:

- First Aid Training;
- Supporting Individuals Through Valued Attachments Training (SIVA) Certificate.

INTERPERSONAL SKILLS:

- Understands that it is of paramount importance to maintain confidentiality of all aspects of the school community;
- Excellent communication skills;
- Willing to participate in new learning opportunities;
- Ability to take responsibility for individual student needs;
- Ability to contribute in a collaborative team-based learning structure.

Application package must include the following:

- A cover letter indicating the position applied for;
- Holy Spirit Support Staff Application Form located on our website:
<http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Documentation which would support the education requirements for this position;
- Contact information for 3 references.

Interested, qualified applicants are asked to submit **by email** a complete application package as described above to:

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