

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

MONDAY, APRIL 3, 2017

VOLUME XXIII NO. 33

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.

**Lisa Marie Ryall – Executive Assistant to the Secretary Treasurer/
Transportation Coordinator**



Lisa Marie Ryall joined Holy Spirit Catholic Schools in April 2010. Lisa Marie serves our students, staff, and parent community as the Executive Assistant to the Secretary Treasurer. She also serves as the Transportation Coordinator for our Lethbridge schools. Lisa Marie is a member of All Saints Parish.



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
Callie Render	Father Leonard Van Tighem School, Student	Won bronze in the U14, 44kg category at the Pacific International Judo Championships in Richmond, BC
Shaina Spiess	St. Patrick Fine Arts Elementary School, Student	Won gold with her team in the Provincial Lifesaving Championships for U9 Girls in the 200m Medley Relay event recently.
Joshua Clark	St. Joseph School, Coaldale, Student	Has been selected to train with FC Utrecht, a professional soccer team in the Netherlands in April.
Mikaela Scribner Andrew Scribner	St. Mary School, Taber, Students	Promoted from Flight Sergeant to Warrant Officer 2 nd Class with the 225 Royal Canadian Air Cadet Squadron, Taber Comet.
Seth Gurr	St. Joseph School, Coaldale, Student	Won silver with his Big League Experience team at the USSSA Baseball League Tourney in Phoenix, Arizona.

“Every accomplishment starts with the decision to try” – Brian Littrell

EMPLOYMENT OPPORTUNITIES

TEMPORARY FULL TIME LITERACY/NUMERACY TEACHER – St. Paul and École St. Mary Schools

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check and a current child intervention check prior to receiving a contract.

We are currently looking to hire a temporary 1.0 FTE Division One (K-3) Literacy/Numeracy Teacher at St. Paul School and École St. Mary School together in Lethbridge, to commence April 24, 2017 and ending June 30, 2017. The teacher will be responsible for working closely with our classroom teachers to support student learning in literacy and numeracy.

The successful candidate will focus on individual and group student learning in the area of literacy and numeracy. The candidate will provide both assessments and interventions for students who require support in these areas. Knowledge of and experience in administering, analyzing, and responding to Literacy and Numeracy Benchmark Assessments would be an asset for this position.

The Individual

You are a strong advocate for youth and their success in learning. You demonstrate an understanding of and respect for First Nations, Métis and Inuit culture, history and traditions. 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.

For more information regarding this position please contact Joann Bartley, Director of Religious Education at (403) 327-9555.

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 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>

Interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon on Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

TEMPORARY FULL TIME LITERACY/NUMERACY TEACHER – St. Michael’s School, Pincher Creek

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check and a current child intervention check prior to receiving a contract.

We are currently looking to hire a temporary 1.0 FTE Division One (K-3) Literacy/Numeracy Teacher at St. Michael’s School in Pincher Creek, to commence April 24, 2017 and ending June 30, 2017. The teacher will be responsible for working closely with our classroom teachers to support student learning in literacy and numeracy.

The successful candidate will focus on individual and group student learning in the area of literacy and numeracy. The candidate will provide both assessments and interventions for students who require support in these areas. Knowledge of and experience in administering, analyzing, and responding to Literacy and Numeracy Benchmark Assessments would be an asset for this position.

The Individual

You are a strong advocate for youth and their success in learning. You demonstrate an understanding of and respect for First Nations, Métis and Inuit culture, history and traditions. 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.

For more information regarding this position please contact Joann Bartley, Director of Religious Education at (403) 327-9555.

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 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>

Interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon on Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

PROBATIONARY ASSOCIATE PRINCIPAL – Catholic Central High School (Grades 10-12)

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check and a current child intervention check prior to receiving a contract.

We invite all applicants for the position of Associate Principal at Catholic Central High School in Lethbridge, to commence with the start of the 2017/18 school year.

The Individual

You are a proven and active promoter of the Gospel values in the life of schools, as well as a dynamic, student-focused leader dedicated to excellence in student achievement in all areas of education. 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.

Qualifications

- Evidence of a strong commitment to Catholic education, including a vision of Catholic Education;
- Excellent interpersonal and communication skills, both spoken and written;
- Strong leadership and management skills;
- Possession of a Master's degree, or actively in a Master's program is preferred.

Application package must include the following:

- A resume highlighting personal and professional qualifications and experience;
- Your most recent professional evaluation;
- A one page statement of your vision and beliefs as a Catholic educator;
- For external applicants include the Holy Spirit Teacher Application Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- A Pastoral Reference Form located on our website at the following link: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Names and contact information for 3 references.

INTERNAL APPLICANTS: Please provide a cover letter indicating your qualifications for the position, a letter of reference from your current Principal as well as, any documents specified in the job posting that we may not have on file; including a copy of certificates and/or diplomas relating to education requirements for the position applied for.

For more information regarding this position, please call our Superintendent, Mr. Chris Smeaton at (403) 327-9555.

To be considered for this challenging role in a growth oriented setting, interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon on Monday, April 17, 2017** 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.

PRINCIPAL- St. Michael's School, Pincher Creek (Early Learning- Grade 12)

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract.

A Principal is required at St. Michael's School, located in Pincher Creek, Alberta to commence the start of the 2017/18 school year. This is a dual track French Immersion and English school. For more information on this dynamic school please see their website: www.holyspirit.ab.ca/st.michael/

The Individual

You are a proven and active promoter of the Gospel values in the life of schools, as well as a dynamic, student-focused leader dedicated to excellence in student achievement in all areas of education. 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.

Qualifications

- Student-focused leader, dedicated to excellence in student learning in an inclusive environment;
- Ability to provide effective leadership which will foster innovation, collaboration, respect and trust;
- Ability to establish a school environment that supports the development of students to be confident, collaborative, creative, adaptable and resilient;
- Evidence of a strong commitment to Catholic education, including a vision of Catholic Education;
- Excellent interpersonal and communication skills, both spoken, written and on-line means;
- Successful teaching and school administrative experience.
- Strong leadership and management skills;
- Possession of a Master's degree, or actively in a Master's program.

Application package must include the following:

- Cover letter;
- Resume highlighting your personal and professional qualifications and experience;
- One page statement of your vision and beliefs of Catholic Education;
- Names and contact information for 3 references;
- For external applicants include the Holy Spirit Teacher Application Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pageID=41>
- A Pastoral Reference Form located on our website at the following link: <http://www.holyspirit.ab.ca/page.cfm?pageID=41>
- Link to online presence if applicable.

INTERNAL APPLICANTS: Please provide a cover letter indicating your qualifications for the position, a letter of reference from your current Principal as well as, any documents specified in the job posting that we may not have on file; including a copy of certificates and/or diplomas relating to education requirements for the position applied for.

For more information regarding this position, please call our Superintendent, Mr. Chris Smeaton at (403) 327-9555.

To be considered for this challenging role in a growth oriented setting, interested, qualified applicants are asked to submit **by email** a complete application package as described above by **noon on Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

PRINCIPAL- Children of St. Martha School (Early Learning- Grade 6)

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract.

A Principal is required at Children of St. Martha School, located in Lethbridge, Alberta to commence the start of the 2017/18 school year. For more information on this dynamic school please see their website: www.holyspirit.ab.ca/st.martha/

The Individual

You are a proven and active promoter of the Gospel values in the life of schools, as well as a dynamic, student-focused leader dedicated to excellence in student achievement in all areas of education. 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.

Qualifications

- Student-focused leader, dedicated to excellence in student learning in an inclusive environment;
- Ability to provide effective leadership which will foster innovation, collaboration, respect and trust;
- Ability to establish a school environment that supports the development of students to be confident, collaborative, creative, adaptable and resilient;
- Evidence of a strong commitment to Catholic education, including a vision of Catholic Education;
- Excellent interpersonal and communication skills, both spoken, written and on-line means;
- Successful teaching and school administrative experience.
- Strong leadership and management skills;
- Possession of a Master's degree, or actively in a Master's program.

Application package must include the following:

- Cover letter;
- Resume highlighting your personal and professional qualifications and experience;
- One page statement of your vision and beliefs of Catholic Education;
- Names and contact information for 3 references;
- For external applicants include the Holy Spirit Teacher Application Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- A Pastoral Reference Form located on our website at the following link: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Link to online presence if applicable.

INTERNAL APPLICANTS: Please provide a cover letter indicating your qualifications for the position, a letter of reference from your current Principal as well as, any documents specified in the job posting that we may not have on file; including a copy of certificates and/or diplomas relating to education requirements for the position applied for.

For more information regarding this position, please call our Superintendent, Mr. Chris Smeaton at (403) 327-9555.

To be considered for this challenging role in a growth oriented setting, interested, qualified applicants are asked to submit **by email** a complete application package as described above by **noon on Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

DIVISION PRINCIPAL- First Nations, Métis and Inuit Education

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract.

A Division Principal for First Nations, Métis and Inuit Education is required at St. Basil Catholic Education Centre, located in Lethbridge, Alberta to commence the start of the 2017/18 school year.

The Individual

You have a passion for First Nations, Métis and Inuit Education and are an advocate to ensure all students have equitable opportunities for success. You have proven skills in leadership and are able to work collaboratively to realize the vision that all First Nations, Métis and Inuit students in Alberta achieve or exceed the educational outcomes set for Alberta students. You are dedicated to ensuring all students are knowledgeable, understanding, and respectful of the rich diversity of First Nations, Métis and Inuit peoples. You have proven skills to effectively lead and supervise a team that supports First Nations, Métis and Inuit Education. You demonstrate by interest, lifestyle, and growth involvement within a Christ-centered working environment.

Qualifications

- Student-focused leader, dedicated to excellence in student learning in an inclusive environment;
- Ability to provide effective leadership and management skills which will foster innovation, collaboration, respect and trust;
- Ability to work collaboratively and provide consultative support to achieve District and School-based goals in the area of First Nations, Metis and Inuit learning
- Ability to oversee numerous and complex programs and projects, including collecting, analyzing and responding to learning data;
- Experience in providing leadership in professional learning
- Ability to build strong relationships with schools and First Nations, Metis and Inuit stakeholders;
- Excellent interpersonal and communication skills, both spoken and written;
- Evidence of a strong commitment to Catholic education;
- Successful teaching and school administrative experience;
- Possession of a Master's degree, or actively in a Master's program.

Application package must include the following:

- Cover letter;
- Resume highlighting your personal and professional qualifications and experience;
- One page statement of your vision and beliefs of Catholic Education;
- Names and contact information for 3 references;
- For external applicants include the Holy Spirit Teacher Application Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- A Pastoral Reference Form located on our website at the following link: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Link to online presence if applicable.

INTERNAL APPLICANTS: Please provide a cover letter indicating your qualifications for the position, a letter of reference from your current Principal as well as, any documents specified in the job posting that we may not have on file; including a copy of certificates and/or diplomas relating to education requirements for the position applied for.

For more information regarding this position, please call our Director of Religious Education, Joann Bartley at (403) 327-9555.

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

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PROBATIONARY ASSOCIATE PRINCIPAL – St. Mary School, Taber (Grades 6-12)

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check and a current child intervention check prior to receiving a contract.

We invite all applicants for the position of Associate Principal at St. Mary School in Taber, to commence with the start of the 2017/18 school year.

The Individual

You are a proven and active promoter of the Gospel values in the life of schools, as well as a dynamic, student-focused leader dedicated to excellence in student achievement in all areas of education. 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.

Qualifications

- Evidence of a strong commitment to Catholic education, including a vision of Catholic Education;
- Excellent interpersonal and communication skills, both spoken and written;
- Strong leadership and management skills;
- Possession of a Master's degree, or actively in a Master's program is preferred.

Application package must include the following:

- A resume highlighting personal and professional qualifications and experience;
- Your most recent professional evaluation;
- A one page statement of your vision and beliefs as a Catholic educator;
- For external applicants include the Holy Spirit Teacher Application Form located on our website: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- A Pastoral Reference Form located on our website at the following link: <http://www.holyspirit.ab.ca/page.cfm?pgID=41>
- Names and contact information for 3 references.

INTERNAL APPLICANTS: Please provide a cover letter indicating your qualifications for the position, a letter of reference from your current Principal as well as, any documents specified in the job posting that we may not have on file; including a copy of certificates and/or diplomas relating to education requirements for the position applied for.

For more information regarding this position, please call our Superintendent, Mr. Chris Smeaton at (403) 327-9555.

To be considered for this challenging role in a growth oriented setting, interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon on Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

TEMPORARY FAMILY FIRST FACILITATOR – Children of St. Martha School

This position is open to all qualified internal and external candidates. If chosen as the successful candidate, external applicants must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract.

The Holy Spirit Catholic Board of Education requires a temporary, 35 hours per week, Family First Facilitator at Children of St. Martha School in Lethbridge commencing as soon as possible and terminating July 6, 2017 or upon the return of the permanent employee, whichever comes first. The position includes a flexible work week with evening and weekend availability necessary for scheduled events.

Reporting to the school Principal and the Coordinator of Counselling and Wellness, the Family First Facilitator supports the implementation of School Division and funder goals/priorities through the provision of services to students, parents and staff in assigned schools.

Key responsibilities include:

- Building rapport, developing connections and responding to individual needs with students, families and staff in project schools;
- Facilitating programs for students to develop skills and acquire knowledge;
- Facilitating programs for parents to acquire knowledge, build skills, and confidence in their ability to provide a nurturing and safe environment for their children;
- Providing navigation, advocacy and follow up support to children, youth and families who are referred to agencies within the community;
- Participating in data collection and evaluation processes;
- Delivering program at multiple sites including home, school and community

QUALIFICATIONS

EDUCATION:

- This position requires a human services degree, diploma or approved equivalent with experience working in an educational setting in a collaborative environment.

WORK EXPERIENCE:

- Experience providing in home or community support services to young children and their families.

TECHNICAL SKILLS (preferred):

- Triple P Parenting Certification
- Protective Factors that Strengthen Families
- Effective Home Visitation
- 40 Developmental Assets

INTERPERSONAL SKILLS:

- Demonstrates ethical behavior and maintains strict confidentiality. Position will encompass collaboration with school based team (FSLC and FNMI support worker) as well as with partnering agencies (Child Protective Services, Addictions and Mental Health and Children's Allied Health)
- Proven ability to work in a fast paced environment, be innovative and prioritize;
- Ability to apply a strength-based model in collaboration with consulting professionals;
- Exemplary communication and interpersonal skills;
- Ability to demonstrate genuine respect of families' unique community, cultural and language backgrounds.

RELATED REQUIREMENTS:

- Valid Alberta Driver's License, clean drivers abstract and a reliable vehicle;
- Evidence of 2 million automobile insurance and willingness to transport families if necessary;
- Current First Aid and CPR;
- Valid passport and ability to travel for training.

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.

For more information regarding this position, please call the Director of Support Services, Mrs. Michelle MacKinnon at (403) 327-9555.

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

TEMPORARY EDUCATION ASSISTANT – Children of St. Martha School

External applicants must provide a current criminal record (including vulnerable sectors) check, and a current child intervention check prior to receiving a contract, if chosen as the successful candidate.

The Holy Spirit Catholic Board of Education requires a temporary 28.0 hour per week education assistant at Children of St. Martha School in Lethbridge, commencing as soon as possible and terminating June 30, 2017. Please quote **Posting #20170401**.

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 special 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.

For more information regarding this position, please call the Director of Support Services, Mrs. Michelle MacKinnon at (403) 327-9555.

Interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon Monday, April 10, 2017** to:

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

Please note: This position will remain open until a suitable candidate is found. We wish to thank all applicants in advance for submitting résumés, however only those candidates selected for interviews will be contacted.

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?pageID=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>

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.

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:

- 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>
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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.

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:

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.



Why is there no Gloria or Alleluia sung at Mass?

The Church teaches by absence as well as by presence, and Lent is a time of great loss. Eating is diminished and some foods forbidden a fast of the body. Music is scaled back, bells are silenced and the Gloria and Alleluia are dropped from the liturgy a fast of hearing. Statues are veiled and flowers and decorations disappear a fast of sight. Depriving the senses helps the faithful maintain focus on the internal condition of the soul rather than on externals.

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