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Here in Spirit

REGIONAL NEWSLETTER
HOLY SPIRIT CATHOLIC SCHOOLS

EMPLOYMENT OPPORTUNITIES AT A GLANCE



- **Executive Assistant to the Superintendent of Schools-**
St. Basil Catholic Education Centre
- **Family School Liaison Counsellor**
- **Speech Language Pathologist**
- **Education Assistant -**
St. Paul School
- **Full Time Teacher -**
St. Mary School, Taber
- **Part Time Teacher -**
St. Francis Junior High School
- **Part Time Blackfoot Teacher -**
Catholic Central High School

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

EXECUTIVE ASSISTANT TO THE SUPERINTENDENT OF SCHOOLS– St. Basil Catholic Education Centre

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

The Holy Spirit Catholic Board of Education requires a full time, 35 hours per week, Executive Assistant to the Superintendent of Schools for the Holy Spirit Catholic School Division commencing on September 4, 2018.

The Executive Assistant to the Superintendent of Schools assists the Superintendent, the Board of Trustees, and other senior administrative personnel on matters pertaining to the school division. This individual, in consultation with the Superintendent, is responsible for the day to day upkeep, collection, organization and distribution of data (both software and paper records), and correspondence for all division matters. Confidentiality is of utmost importance in addressing all matters pertaining to this position.

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FAMILY SCHOOL LIAISON COUNSELLOR (FSLC)

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

The Holy Spirit Catholic Board of Education requires a full time Family School Liaison Counsellor.

The Family School Liaison Counsellor (FSLC) works within the school environment to support children and students experiencing emotional and/or behavioural problems. The FSLC supports students and their families through individual and small group counselling, prevention and educational programming, community liaison and crisis intervention.

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TEMPORARY SPEECH LANGUAGE PATHOLOGIST

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

The Holy Spirit Catholic School Division invites applications for the position of temporary Speech Language Pathologist to commence on August 29, 2018 and terminate September 28, 2018, or upon the return of the permanent employee, whichever occurs first.

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EDUCATION ASSISTANT – St. Paul School

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

The Holy Spirit Catholic Board of Education requires a part time continuous 14.0 hour per week education assistant at St. Paul School in Lethbridge, commencing the start of the 2018-19 school year. Please quote **Posting #20180701**.

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FULL TIME TEACHER – St. Mary School, Taber

If chosen as the successful candidate, external applicants must provide a current police information (including vulnerable sectors) check and a current intervention record check prior to receiving a contract.

We currently are looking to hire a temporary 1.0 FTE full time teacher at St. Mary School in Taber, commencing August 29, 2018 and terminating on October 5, 2018 or upon the return of the permanent employee, whichever comes first. The successful candidate will be required to teach senior high Art, French, English 10 and 20 and French 6.

St. Mary School is a Grade 6-12 school located in Taber, Alberta with a school population of approximately 230 students.

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PART TIME TEACHER – St. Francis Junior High School

If chosen as the successful candidate, external applicants must provide a current police information (including vulnerable sectors) check and a current intervention record check prior to receiving a contract.

We currently are looking to hire a temporary 0.5 FTE part time teacher at St. Francis Junior High School in Lethbridge, to commence the start of the 2018/19 school year. This position will require the successful candidate to teach Grade 7,8,9 Physical Education, Health and Religion as well as CTS.

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PART TIME BLACKFOOT TEACHER – Catholic Central High School

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

We currently are looking to hire a temporary 0.25 FTE part time Blackfoot teacher at Catholic Central High School to commence January 30, 2019 and terminate June 28, 2019. This position requires someone to teach Blackfoot 10 and Blackfoot 20/30. Strong knowledge of Blackfoot Language and Culture is considered an asset.

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