

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

**MONDAY, MARCH 20, 2017**

**VOLUME XXIII NO. 31**

***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.*

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**Judy Cohen – Head Caretaker CEC**



Judy Cohen works as Head Caretaker at Central office and has worked within the division for 33 years.

She takes pride in all she does to ensure when you enter the building you are comfortable and feel welcomed.

She looks forward to your visit to central office.



## **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
Evan Untereiner Kayden Kress Tanner Fletcher Wyler Langhofer	St. Patrick School, Taber, Students	Their Atom C team, the Taber Oil Kings, won the League Championship.
Paige Richards	St. Michael's School, Pincher Creek, Student	At the Indoor Track and Field Provincials in Edmonton, Paige placed 7 <sup>th</sup> in the 60 meter hurdles in the midget girls division.
Ethan Richards	St. Michael's School, Pincher Creek, Student	At the Indoor Track and Field Provincials in Edmonton, Ethan placed 10 <sup>th</sup> in 300 meters and 8 <sup>th</sup> in 60 meters in the under 20 men's division.

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

## **EMPLOYMENT OPPORTUNITIES**

### **TEMPORARY ASSOCIATE PRINCIPAL – Our Lady of the Assumption 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.***

We invite all applicants for the position of Temporary Associate Principal at Our Lady of the Assumption School in Lethbridge, to commence April 24, 2017 and terminate April 24, 2018.

#### **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. Included in this position will be the responsibility to teach 0.5 FTE Grade 6. (Preference will be given to those with the ability to teach Science, Religion and French as a Second Language).

Special consideration will be given to candidates who:

- Demonstrate leadership in Inclusive Education and Religious Education;
- Exhibit leadership in implementation of the school's Continuous Improvement Plan;
- Have an ability to lead and collaborate;
- Are willing to assist with school discipline.

#### **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:**

- 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 Tuesday, March 21, 2017** to:

**Mr. Brian Macauley, Deputy Superintendent**  
**Holy Spirit Catholic School Division**  
**Email: [kawarh@holyspirit.ab.ca](mailto: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.

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**PRINCIPAL- Catholic Central High 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.***

A Principal is required at Catholic Central High School, located in Lethbridge, Alberta to commence the start of the 2017/18 school year. Catholic Central High School is a dual campus high school serving approximately 800 students with a full time staff equivalent of 62. For more information on this dynamic school please see their website: [www.holyspirit.ab.ca/cch/](http://www.holyspirit.ab.ca/cch/).

**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.

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](mailto: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.

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**EARLY LEARNING EDUCATION ASSISTANT – St. Joseph School, Coaldale**

***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 part time continuous 15.0 hour per week early learning education assistant at St. Joseph School in Coaldale, commencing as soon as possible and ending for this school year on June 16, 2017. Please quote **Posting #20170303**.

To be considered for this position candidates must possess or be willing to gain the following skills:

- Hanen Learning Language and Loving It Certification.
- At least one year of experience working in Childhood Program and/or with children with special needs.
- Experience working proactively with positive intervention with child's behaviours.
- Is able to provide supports and cues for sound production as directed by the Speech Language Pathologist.
- Is able to match activities and model appropriate behaviours at child's functioning level.
- Has or is willing to gain Child Development Worker certificate within the first six months of employment.
- Has or is willing to gain First Aid Training.
- Positions may require providing assistance with toileting and other daily living skills.
- Has the ability to work effectively within a trans-disciplinary team which is dependent on the child's need.
- Is able to take direction from the professional team.
- Must be physically able to engage and participate in the active ECS environment.

For more information regarding this position, please call the Coordinator of Early Learning, Mrs. Lynn Saler at (403) 327-9555.

**Application package must include the following:**

- A cover letter indicating the position(s) applied for;
- A completed 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 by **noon on Monday, March 27, 2017** to:

**Mr. Brian Macauley, Deputy Superintendent**  
**Holy Spirit Catholic School Division**  
**Email: [kawarh@holyspirit.ab.ca](mailto: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.

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### **EDUCATION ASSISTANT – St. Joseph 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 part time continuous 28.0 hour per week education assistant at St. Joseph School in Coaldale, commencing May 1, 2017. Please quote **Posting #20170302**.

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 Tuesday, March 21, 2017** to:

**Mr. Brian Macauley, Deputy Superintendent**  
**Holy Spirit Catholic School Division**  
Email: [kawarh@holyspirit.ab.ca](mailto: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.

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### **TEMPORARY 1.0 FTE EARLY LEARNING LEAD TEACHER**

***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 currently are looking to hire a temporary 1.0 FTE Early Learning Lead Teacher. The successful candidate will work closely with the Early Learning Coordinator and the Early Learning Team to provide programming for ECS age children in Early Learning and Kindergarten program settings in various schools in the division. This position will commence as soon as possible and terminate on June 30, 2017.

#### **The Individual**

You are a strong advocate for children and their success in learning. You have a passion for education in the early years. You have strong communication skills and are sensitive to the diverse needs of young children and their families. 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 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>

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 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](mailto:kawarh@holyspirit.ab.ca)

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### **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.

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

### ***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.

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 to:

**Mr. Brian Macauley, Deputy Superintendent**  
**Holy Spirit Catholic School Division**  
Email: [kawarh@holyspirit.ab.ca](mailto:kawarh@holyspirit.ab.ca)

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## **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](mailto: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.

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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:**

- 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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**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.

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### **Technically, Lent is not 40-days-long!**

If you take a look at your calendar, you'll notice that the time between Ash Wednesday and Holy Saturday, there are actually 46 days.

Lent is celebrated for 40 days simply because Sundays are not included in Lent.

During these "free" days, it is traditional to commemorate the resurrection of Christ by celebrating and feasting.

Catholic Online