



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

WEDNESDAY, NOVEMBER 2, 2016

VOLUME XXIII NO. 10

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.

EMPLOYMENT OPPORTUNITIES

TEMPORARY FIRST NATIONS, METIS and INUIT SUPPORT WORKER

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.

The Holy Spirit Catholic Board of Education requires a temporary 35.0 hour per week First Nations, Metis and Inuit Support Worker to commence as soon as possible and terminate June 30, 2017.

We are seeking an individual who:

- Demonstrates high energy and initiative while engaging youth in learning experiences about First Nations, Metis and Inuit history, culture, language, and traditions.
- Acts as a compassionate role model while holding high expectations for self and students.
- Assists our community to celebrate and take pride in First Nations, Metis and Inuit culture and heritage.
- Shares knowledge and experience in working with staff to create a welcoming and positive learning environment for all students.
- Demonstrates resourcefulness and excellent communication skills while collaborating with families, staff and administration to make a positive difference in the learning success of First Nations, Metis and Inuit students.

For more information regarding this position, please call the Director of Religious Education, Mrs. Joann Bartley 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.

Interested, qualified applicants are asked to submit **by email** a complete application package as described above, by **noon on Wednesday, November 9, 2016** 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.

TEACHER VOLUNTARY RETIREMENT PROGRAM 2017

All staff interested in this program should contact Carol Linden by email at lindenc@holyspirit.ab.ca or by phone at 403 331-4305 with any questions.

Teachers:

The voluntary retirement program for teachers who are planning on retiring at the end of this school year is as follows: The program allows teachers to retire on January 31, 2017 and then be offered a temporary contract, from February 1, 2017 to June 30, 2017. Pension would commence effective February 1, 2017. Beginning in February 2017 and continuing until June 30, 2017 retired teachers would receive their regular salary, plus their pension from ATRF. They will receive summer hold back money at the end of January from their continuing contract, and at the end of June from their temporary contract.

Information about the program:

- Teachers must be at least 55 years of age or older on January 31, 2017 and hold a continuing teaching contract;
 - Teachers must submit their notice of retirement by December 15, 2016, with an effective date of January 31, 2017 to Mr Chris Smeaton, Superintendent of Schools;
 - Application for pension benefits is the responsibility of the individual teacher, and must be made to the Alberta Teachers' Retirement Fund (ATRF) by January 31, 2017 for pensions to commence on February 1, 2017. For additional information please go to the following link: <http://www.atrf.com/teacher/publications>
 - Application forms for ASEBP early retirement benefits will be provided by our payroll department. To ensure that your application form is received by ASEBP in time to qualify for early retiree benefits, your completed application forms must be returned to payroll by January 9, 2017. Additional information regarding these benefits can be found at the following link: https://www.asebp.ab.ca/resources/publications/brochures/ER_Guide.pdf
 - A temporary contract will be offered to those teachers eligible for this program for the period February 1, 2017 to June 30, 2017.
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SUPPORT STAFF VOLUNTARY RETIREMENT PROGRAM 2017

All staff interested in this program should contact Carol Linden by email at lindenc@holyspirit.ab.ca or by phone at 403 331-4305 with any questions.

Support Staff:

The voluntary retirement program for support staff who are planning on retiring at the end of this school year is as follows: The program allows support staff to retire on January 31, 2017 and then be offered a temporary contract, from February 1, 2017 to the end of June 2017. Pension would commence effective February 1, 2017. Beginning in February 2017 and continuing until June 30, 2017, retired support staff would receive their earned regular wages, plus their pension from LAPP.

Information about the program:

- Support staff must be at least 55 years of age or older on January 31, 2017 and hold a continuing contract;
- Support staff must submit their notice of retirement by December 15, 2016, with an effective date of January 31, 2017 to Mr. Chris Smeaton, Superintendent of Schools;
- Application for pension benefits is the responsibility of the individual employee and must be made to the Local Authorities Pension Plan (LAPP) by January 31, 2017 for pensions to commence on February 1, 2017. For access to forms and additional information please go to the following link: <http://www.lapp.ca/retirees/publications/>
- Application forms for ASEBP early retirement benefits will be provided by our payroll department. To ensure that your application form is received by ASEBP in time to qualify for early retiree benefits, your completed application forms must be returned to payroll by January 9, 2017. Additional information regarding these benefits can be found at the following link: https://www.asebp.ab.ca/resources/publications/brochures/ER_Guide.pdf
- A temporary contract will be offered to those support staff who are eligible for this program for the period February 1, 2017 to the end of the school year for your particular position or June 30, 2017, whichever comes first.