

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

MONDAY, NOVEMBER 6, 2017

VOLUME XXIV NO.9

## *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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## **Lorelie Lenaour- Director of Learning**

Lorelie Lenaour is the Director of Learning for Holy Spirit Catholic Schools. She provides leadership in the areas of curriculum, instruction, assessment, educational technology and ongoing professional learning. Lorelie feels extremely blessed to have been called to be a Catholic educator in Holy Spirit Catholic Schools. Please feel welcome to contact Lorelie and remember that today is always a great day to learn something new!



## **Tia Wever- Administrative Assistant to Director of Learning**



Tia has worked as an Administrative Assistant in various school offices in the Division for the past 17 years. She is excited to be part of the Division Office team, providing support in learning services, helping keep the central office library organized, working with common math assessment data and looking after details for meetings. You can find Tia's office located on the second floor and she looks forward to saying 'hello' when she covers the front desk.



## 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
Roddy White Quills Hayden Wells	St. Teresa of Calcutta School, Students	Will be heading to Ottawa in November to drum for the Prime Minister.
Dreyden Healey	Children of St. Martha School, Student	Will be heading to Ottawa in November to drum for the Prime Minister.
Aiden Crosschild	St. Paul School, Student	Has been invited to Ottawa in November to dance in the "Canada 150 Heritage Day Celebration" as a member of the Ninastako Powwow Club.

*"Every accomplishment starts with the decision to try." – Gail Devers*

## EMPLOYMENT OPPORTUNITIES

### TEMPORARY FULL TIME TEACHER – St. Michael's School, Bow Island

***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 are currently looking to hire a temporary 1.0 FTE full time teacher at St. Michael's School in Bow Island, to commence December 18, 2017 and terminate on January 12, 2018 or upon the return of the permanent employee, whichever occurs first. This position requires teaching Physics 20 and 30, as well as grade 5/6 math.

#### **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.

We are looking for an innovative educator who believes in supporting positive behaviors through dynamic classroom management. You have a strong sense of inclusion, and is willing to build strong connections with parents, fellow colleagues and students.

#### **Qualifications**

Certified to teach in the province of Alberta.

For more information regarding this position please contact the principal of the school, Mr. Chris Sumner at (403) 545-2131.

#### ***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 on 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, November 13, 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 FULL TIME TEACHER – St. Michael's School, Pincher Creek**

***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 are currently looking to hire a temporary 1.0 FTE full time teacher at St. Michael's School in Pincher Creek, to commence December 4, 2017 and terminate on June 30, 2018 or upon the return of the permanent employee, whichever occurs first. This position requires teaching physical education courses and a language arts course to elementary and middle school students. The successful candidate would be part of the Physical Education and Athletic Department.

#### **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.

We are looking for an innovative educator who believes in supporting positive behaviors through dynamic classroom management. You have a strong sense of inclusion, and is willing to build strong connections with parents, fellow colleagues and students.

#### **Qualifications**

Certified to teach in the province of Alberta.

For more information regarding this position please contact the principal of the school, Ms. Tina Delinte at (403) 627-3488.

#### ***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 on 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>

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:

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### **FRENCH IMMERSION SUBSTITUTE TEACHERS**

***The successful candidates must provide a current police information (including vulnerable sectors) check, and a current intervention record 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 police information (including vulnerable sectors) check, and a current intervention record 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 police information (including vulnerable sectors) check, and a current intervention record 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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**Holy Spirit Catholic School Division**  
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## **RELIEF CARETAKERS**

***The successful candidates must provide a current police information (including vulnerable sectors) check, and a current intervention record check prior to being added to the relief list.***

The Holy Spirit Catholic Board of Education has openings for Relief Caretakers at all of our schools.

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.

**Qualifications and experience for this position include:**

High School Diploma;  
WHMIS certification;  
First Aid certification;  
Experience as a custodian or in a related field or area.

**Basic knowledge of:**

hand and power tools;  
ground maintenance equip.;  
cleaning equipment (including floor washers, buffers, etc.);  
plumbing and electrical systems;  
computer 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;
- A Holy Spirit Casual 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**  
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**RELIEF CARETAKERS – Taber, AB**

***The successful candidates must provide a current police information (including vulnerable sectors) check, and a current intervention record check prior to being added to the relief list.***

The Holy Spirit Catholic Board of Education has openings for Relief Caretakers in Taber, AB.

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.

**Qualifications and experience for this position include:**

High School Diploma;  
WHMIS certification;  
First Aid certification;  
Experience as a custodian or in a related field or area.

**Basic knowledge of:**

hand and power tools;  
ground maintenance equip.;  
cleaning equipment (including floor washers, buffers, etc.);  
plumbing and electrical systems;  
computer 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;
- A Holy Spirit Casual 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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