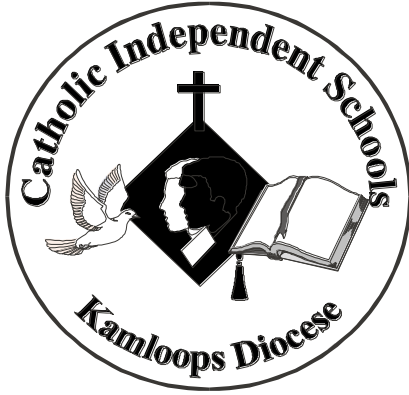


CATHOLIC INDEPENDENT SCHOOLS

KAMLOOPS DIOCESE



TEACHER APPLICATION FORM

Applicant's name in Full: _____

Social Insurance Number: _____

Present Address: _____

city

province

postal code

Telephone: (____) _____ Email: _____

Date of Application: _____

**SUBMIT COMPLETED APPLICATION AND SUPPORTING DOCUMENTATION
WITH COVER LETTER TO**

**CATHOLIC INDEPENDENT SCHOOLS KAMLOOPS DIOCESE
OFFICE OF THE SUPERINTENDENT
635A TRANQUILLE ROAD
KAMLOOPS, BC V2B 3H5
PHONE (250) 376-3351 FAX (250) 376-3363**

Office use only

CATHOLIC IDENTITY AND EXPECTATIONS FOR TEACHERS

Teachers in Catholic schools share the very mission of the Church to teach and sanctify, not only by professional instruction in the classroom but by personal commitment to the truths and moral guidelines given by Christ. The excellence of a school depends to a very large measure on the quality of the teachers on its staff.

In assisting teachers to meet their commitment to the students, parents, the community, and the profession, the following expectations are developed:

- Catholic staff members are expected to model a faithful Catholic life which includes participation in the Sacraments and striving to live in harmony with Gospel teaching as interpreted by the Church.
- All staff members are expected to follow, both in and out of school, lifestyle and deportment in harmony with Catholic teaching and principles.
- Catholic educators, have a special responsibility to encourage each student to achieve his/her maximum potential as they work to stimulate the spirit of inquiry, the acquisition of knowledge, understanding, and the thoughtful formulation of worthy goals.
- Catholic teachers, help students see the relevance of a Christian value system in their daily lives.
- In his/her relationship with the students, the teacher shows concern, love, and respect for each student called by God to an uniqueness that is the dignity of each individual.
- In his/her relationship with the other staff members, the teacher shows care and concern for their total welfare, and their growth as persons and as a Catholic Christians.
- In his/her relationship with the parents of the students, the teacher recognizes that the parents are the primary educators of their children and that the school and teacher are partners with the parents in this important undertaking.
- As Catholic school educators, teachers strive to create a Christian environment which promotes sound moral and professional judgment. Through their spirit of joy and enthusiasm, teachers encourage others to join them in their apostolate of teaching in a Catholic school.

In brief, if Catholic schools are to attain the aims and objectives of Catholic education, it is not enough that teachers be academically well qualified, nor is it enough that they know the right things to say about the Catholic faith to the students. First and foremost, teachers must be and must live what they teach.

PERSONAL INFORMATION

Are you legally entitled to work in Canada? _____

Are you a Roman Catholic? _____

To which parish do you belong?

EDUCATION:

(a) Secondary _____
school city province

(b) Total years beyond Secondary School _____

Teacher Training Route: Elementary _____ Secondary _____

University/Other Inst.	Degree(s) Diplomas	Years of Attendance	Major	Subject Areas	Minor
		20 ____ - 20 ____			
		19 ____ - 19 ____			
		19 ____ - 19 ____			
		19 ____ - 19 ____			

NOTE: ATTACH COPIES OF OFFICIAL TRANSCRIPTS

(c) Teacher Certificate(s) and Special Training

B.C. Certificate _____ Number _____

Outside B.C. (type, certificate #, and place issued – please attach)

NOTE: ATTACH COPY OF B.C. CERTIFICATE (THIS CERTIFICATE IS REQUIRED TO TEACH IN B.C. SCHOOLS). Also include copies of any certificates held (or have held) outside of BC.

Check any special training or experience you have had in the following:

- Art Counseling Gifted/Enrichment Computers
 French Audio-Visual Religious Education Dramatics
 Music Physical Education Special Education Business Ed.
 Other _____

(d) Please note special training coursework below for above checked areas.

Course/Program	College/Inst.	Degree, Diploma Certificate granted	*No. of Years	Major Topics

****FOR SHORT COURSES INDICATE NUMBER OF HOURS.***

PROFESSIONAL EXPERIENCE

Total years of teaching experience _____

List all previous professional experiences beginning with most recent. (Beginning teachers list teaching practicum experiences).

Date	Location	Position Held Grades Taught	Names & Address Principal or Supervising Teacher

**ATTACH COPIES OF MOST RECENT REPORT FROM EACH EMPLOYER OR PRACTICUM SUPERVISOR*

PREFERRED TEACHING POSITION

(a) Indicate your first and second choice of level at which you wish to teach:

Primary _____ Intermediate _____ Secondary _____

(b) If applying for position in an elementary school, indicate any area of specialty:

(c) If applying for a position in Jr. High or Sr. High, indicate, in order of preference, the subject field and levels in which you wish to teach:

1. _____

2. _____

3. _____

Note: Every effort will be made to place you in your preferred area. However, please understand that this is not always possible due to many particular staffing situations that may arise.

REFERENCES:

1. Give the name and address of your current Pastor.

Name: _____

Address: _____

Phone: _____

Confidential Pastoral Reference Form must be received before application is processed.

In addition, submit three professional references including one from your current/most recent principal, superintendent or sponsor teacher.

1. Name: _____

Position: _____

Address: _____

Phone: _____

2. Name: _____

Position: _____

Address: _____

Phone: _____

3. Name: _____

Position: _____

Address: _____

Phone: _____

DECLARATION:

I certify that the statements made by me in this application are true and complete to the best of my knowledge and beliefs and are made in good faith. I understand that if any of these statements and information contained herein are untrue to incomplete, this application may be rejected and/or my appointment to a position may be rescinded.

I hereby authorize the Catholic Independent Schools of the Kamloops Diocese to conduct a personal investigation in connection with my application for employment. I further understand that confidential professional reference reports provided at the time of my application will not be available to me.

STATEMENT OF GOOD HEALTH AND CHARACTER:

- At the time of signing this form I am in good health. There is nothing relating to my health that would prevent me from regular attendance and the complete fulfillment of my duties as a teacher.
- I am free from any communicable diseases that would prevent me from working closely with children.
- I have never been convicted of a criminal offense that I have not revealed in the course of being interviewed.
- I understand that any position I am offered and accept is conditional on the results of a criminal record search.

DATE: _____

SIGNATURE: _____

**CATHOLIC INDEPENDENT SCHOOLS
OF
KAMLOOPS DIOCESE**

- | | |
|--------------------------|-----------------------------------|
| Quesnel | St. Ann's |
| Williams Lake | Sacred Heart Catholic |
| Kamloops | Our Lady of Perpetual Help |
| Kamloops | St. Ann's Academy |
| Vernon | St. James |
| Distance Learning | ASCEND Online |

The information collected on this form is collected, used and disclosed by Catholic Independent Schools Kamloops Diocese in accordance with the Personal Information Privacy Policy For Employees and Volunteers of Catholic Independent Schools Kamloops Diocese, a copy of which is available from the school's Privacy Officer.

APPLICATION CHECK LIST

The following attachments must accompany the application form;

- * copies of official university transcripts
- * copies of teaching certificate(s)
- * copy of British Columbia College of Teachers Certificate
- * copy of most recent report(s) from each employer/practicum supervisor
- * a brief resume
- * *a recent photo (optional)*

Successful candidates will be required to submit the following as a condition of employment

- * criminal record check
- * verification of Catholic marriage
- * certified statement(s) of previous teaching experience

The confidential Pastoral Reference Form is to be submitted directly by the Pastor of your parish to superintendent@ciskd.ca .

Please complete all sections of this application even though items are covered in a resume. Additional documentation may be required as a term of employment. It is necessary that complete information is provided to determine eligibility. Reference checks will be made. All information will be considered confidential in the selection process. Thank you in advance for your application, which may be submitted to the attention of: Superintendent of Schools, Diocese of Kamloops (635A Tranquille Road, Kamloops BC, V2B 3H5), or emailed in ONE complete PDF file to: superintendent@ciskd.ca .