



Application for Occasional Teacher Position

Name:		
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(First)

(Last)

Street Address:

City:	Province:	Postal Code:
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Phone:	Alternate Phone:
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Email Address:

Are you legally entitled to work in Canada?	Yes	No
Are you over the age of eighteen?	Yes	No
Have you ever been convicted of any offence under the Criminal Code of Canada, for which a pardon has not been granted?	Yes	No
Are you a practicing Roman Catholic?	Yes	No

Applying to work in the following cities:	Sault Ste. Marie			
	Blind River	Elliot Lake	Espanola	Massey
	Chapleau	Hornepayne	Wawa	White River

Along with the Application for Occasional Teacher Position, the following documentation must also be submitted to be considered for a position:

- Cover letter and Resume
- Pastoral Reference Form or Faith Reference Form (both forms attached)
- Transcripts – University and College of Education
- Practice Teaching Reports and/or Recent Performance Review Reports
- Two letters of reference
- Certificate of Qualification and Registration from the Ontario College of Teachers
(If not yet issued, please submit a Letter of Eligibility or Interim Certificate of Qualification)
- QECO Statement of Evaluation (if applicable)

Please submit this application and all required documentation to job.applications@hscdsb.on.ca.

Personal Information on this form is collected under the Municipal Freedom of Information and Protection of Privacy Act, and will be used to establish and manage an employment relationship.



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

PASTORAL REFERENCE FORM

Candidate's Name:			
Rating of Candidate (please check one)			
	0 - In conscience, I cannot give this recommendation.		
	1 - I do not know the candidate well enough to make a recommendation at this time.		
	2 - I am comfortable making this recommendation.		
	3 - I can give this recommendation without any qualification.		
This recommendation is based on (please check all that apply)			
	Ongoing personal knowledge of the candidate as an active member of the parish.		
	Knowledge of the candidate as a registered member of the parish.		
	Personal knowledge of the candidate in the past.		
	A personal interview and knowledge of the candidate's family.		
	A personal interview.		
	I know the candidate to be a good moral character consistent with the expectations of the Catholic Church.		
	I know the candidate to be a practicing Catholic who is in full communion with the Catholic Church.		
	I believe that the candidate will provide an appropriate role model for the children entrusted to his/her care for religious instruction in the Catholic Faith.		
Please indicate their role(s) in your parish:			
	Church Choir		RCIA Leader
	Marriage Preparation Leader		Ministry of the Eucharist
	CWL Executive/Member		Lector / Reader
	Knights of Columbus Executive/Member		Parish Committee
	Other:		
Additional Comments:			
Pastor's Name:			
Parish Name & Address:			

Signature

Date



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FAITH REFERENCE FORM For Occasional Teachers and Early Childhood Educators

Name: _____	
<i>(First)</i>	<i>(Last)</i>
Phone: _____	Alternate Phone: _____
Email: _____	
Name of Parish: _____	Community: _____
Are you a practicing Roman Catholic? Yes / No*	

* If you are not presently practicing with a particular parish community, what steps do you promise to take to begin to contribute and participate in the life of the Catholic parish community? *(Please outline steps in your response on Page 2.)*

PERSONAL ATTESTATION

I assure the Huron-Superior Catholic District School Board that I will strive to be a person of good moral character consistent with the teachings of the Catholic Church.

As a member of the Catholic teaching community:

1. I will impart religious instruction in the Catholic Faith using the curriculum approved by the school board and as requested by the principal.
2. I will infuse gospel values across the curriculum.
3. I will influence and strengthen the spiritual growth of the students and act as an appropriate role model with the Catholic School Community.

(continued)



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My contributions and participation in the life of the Catholic community and/or the parish includes:

I commit myself to continuing to grow in my faith life as a professional educator through the following steps:

(continued)



Huron-Superior Catholic

DISTRICT SCHOOL BOARD

Note to Prospective OCT-Certified Teachers:

Please note that each year the board offers the Religious Education Part 1 AQ free of charge to board employees to enhance knowledge of Catholic teachings. We would strongly encourage you to take advantage of this opportunity if you do not already possess this AQ. Notice of when this PD will be offered will be sent out to all employees via board email with further instructions on how to participate.

New or Prospective Employee Signature:

Date Signed: