

NAME

(Please Print)

CLASSROOM SUPERVISOR APPLICATION FORM

GRANDE PRAIRIE AND DISTRICT CATHOLIC SCHOOLS

*Serving the Regional communities of Grande Prairie, Fairview,
Beaverlodge, Sexsmith and Spirit River*



Job Posting # _____

CATHOLIC EDUCATION CENTRE

9902 - 101 Street
GRANDE PRAIRIE, ALBERTA
T8V 2P4
PHONE: (780) 532-3013
(800) 661 2658 (within Alberta)
FAX: (780) 532-3430
Email: cec@gpcsd.ca
<http://www.gpcsd.ca>

Documentation Checklist: Criminal Record Check Child Welfare Check Resume Application Form Faith Reflection Form

We are a Catholic Faith Community dedicated to learning and achieving high standards by supporting one another.

**All successful candidates will be required to provide a current
Criminal Record Check and Child Welfare Check.**

Catholic schools, as agents of Catholic parents, have the responsibility to help all children to develop their unique individual capabilities to learn and to live, and thereby experience humanity and the world as created by God and redeemed by Jesus Christ.

Catholic schools and Catholic parishes are complementary to the family, which is the primary agent responsible for the child's formation.

GENERAL INFORMATION

Name in Full: _____
(surname) (first name)

Present Address: _____

Postal Code: _____ Telephone: _____

Name and address of next of kin: _____

Catholic Yes No _____

Marital Status: Single Married Other _____

EDUCATION

- a. Please identify where you received your K-12 schooling.
- b. University/ College Training: Total years beyond secondary (high) school: _____

Education	Degree(s)/ Diplomas	Dates Attended	Areas of Specialization	
			MAJOR	MINOR

CERTIFICATE(S) / SPECIAL TRAINING

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

PROFESSIONAL TRAINING : Industrial, Commercial or Technical

Experience: Trade _____ Certificate _____ No. of Yrs. _____

YEAR	Trade/ Certificate

PROFESSIONAL Non - TEACHING EXPERIENCE: Industrial, Commercial or Technical

Experience: Trade _____ Certificate _____ No. of Yrs. _____

YEAR	EMPLOYER'S NAME	POSITION HELD	EMPLOYER'S ADDRESS

PREFERRED GRADE LEVEL(s)

a. Indicate your **first, second and third** choice of the level at which you wish to be a Classroom Supervisor.

ECS Primary (1-3) Elementary (4-6)
 Jr. High (7-9) Sr. High (10-12)

REFERENCES

Give the names and phone numbers of an Administrator/Supervisor, a work-related reference, and if possible a Priest/Pastor. Please complete the Faith Reflection Form (Parish Priest/Pastor Reference Letter optional). Include letters of reference (if possible).

NAME & OCCUPATION	ADDRESS	PHONE	YEARS KNOWN

INSTRUCTIONAL REPLACEMENT PERSONNEL RESPONSIBILITIES

As part of the teaching ministry to the students of the faith community in each school of Grande Prairie and District Catholic Schools, and as a condition of employment, a Classroom Supervisor taking employment with the District:

- Declares that he/she is capable and/or willing to supervise classes in a Catholic context;

The Supervisor covenants and agrees that he/she understands and will abide by the requirements of both the privacy and access provisions of the *Freedom of Information and Protection of Privacy Act*, of Alberta and any regulations thereto and shall both respect and maintain privacy and confidentiality entitlements of students, parents, staff, the school and the Board, all in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act* and any Board policies or regulations related thereto.

If you have been charged or convicted of any offense under the *Criminal Code of Canada*, the *Controlled Drugs and Substances Act*, the *Child Youth and Family Enhancement Act*, or similar legislation of any jurisdiction, it is your duty to make the nature of this charge/conviction known to the Staffing Officer.

DECLARATION

I have read, understand and am willing to abide by all terms and conditions contained herein. 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 if any of these statements are untrue this application may be rejected.

Date of Application

Signature of Applicant

THIS APPLICATION IS VALID FOR ONE MONTH.

Please return to: Human Resources
Grande Prairie and District Catholic Schools
9902 - 101 Street, Grande Prairie, Alberta, T8V 2P4
Telephone: (780) 532-3013 Fax: (780) 532-3430
(800) 661 2658 (within Alberta)

FOR OFFICE USE

Interviewed by: _____ Date: _____

Designation Level A ___ Level B ___ Level C ___ Not Applicable ___