

THURSDAY, MARCH 28, 2024

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Here in Spirit



Holy Spirit Catholic Schools Newsletter

Employment Opportunities at a Glance:

- **Caretaker** – St. Teresa of Calcutta School
- **Summer Students/Maintenance Helpers** – Division Schools
- **Accounting Technician** – St. Basil Catholic Education Centre
- **Early Learning Program Leader** – St. Michael's School (Pincher Creek)
- **Education Assistant** – Division Schools
- **Education Assistant** – St. Joseph School (Coaldale)
- **Education Assistant** – Trinity E-Learning School
- **Head Caretaker** – St. Mary School (Taber)
- **Psychologist** – St. Patrick School (Taber)
- **Teacher** – Catholic Central High School
- **Teacher** – Catholic Central High School
- **Teacher** – Catholic Central High School
- **Teacher** – St. Francis Junior High School
- **Teacher** – Trinity E-Learning School
- **Relief Caretakers** – Division Schools
- **Substitute Teachers** – Division Schools

(➤ Denotes new posting since last publication.)

Our Mission Statement

We are a Catholic Faith Community, dedicated to providing each student entrusted to our care 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

If you are interested in applying for any posted positions, you will be directed to apply online. First time applicants will need to create an account as indicated in our instructions which can be found [here](#).

These positions are open to all internal and external candidates. Prior to employment, successful applicants must provide supporting documents as outlined on our [New Employees](#) page.

CARETAKER – St. Teresa of Calcutta School

We are looking to hire a continuous 35.0 hour per week Caretaker with the initial assignment at St. Teresa of Calcutta School in Lethbridge. This assignment is to commence as soon as possible. This position is for a weekday evening shift and is covered by the CUPE 290 collective agreement.

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SUMMER STUDENTS / MAINTENANCE HELPERS – Division Schools

We are looking to hire 2 students as temporary summer maintenance helpers. In order to qualify, students must have completed at least one year of post-secondary education, and are continuing in full-time studies in the fall. Preference will be given to graduates of Holy Spirit Catholic Schools. These positions are covered under the CUPE 290 collective agreement.

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ACCOUNTING TECHNICIAN – St. Basil Catholic Education Centre

We are looking to hire a temporary 35.0 hour per week Accounting Technician at St. Basil Catholic Education Centre. This assignment is to commence as soon as possible and terminate June 27, 2024, with the possibility of extension. This is an out of scope position. Holy Spirit Catholic School Division offers a competitive salary, flexible work schedule, and excellent benefits package.

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EARLY LEARNING PROGRAM LEADER – St. Michael's School (Pincher Creek)

We are looking to hire a continuous 31.5 hour per week Early Learning Program Leader at St. Michael's School in Pincher Creek. This assignment is to commence August 26, 2024. This position is covered by the CUPE 1825 collective agreement. **Please quote posting #3697447.**

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EDUCATION ASSISTANT – Division Schools

We are looking to hire a temporary 20.0 hour per week Education Assistant to serve schools in the Lethbridge community and surrounding area. This assignment is to commence as soon as possible and terminate June 27, 2024. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3691295.**

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EDUCATION ASSISTANT – St. Joseph School (Coaldale)

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Joseph School in Coaldale. This assignment is to commence as soon as possible and terminate June 27, 2024. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3691295**.

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EDUCATION ASSISTANT – Trinity E-Learning School

We are looking to hire a temporary 28.0 hour per week Education Assistant at Trinity E-Learning School in Lethbridge. This assignment is to commence as soon as possible and terminate June 27, 2024. The duration of this position is dependant on funding. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3687797**.

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HEAD CARETAKER – St. Mary School (Taber)

We are looking to hire a continuous 35.0 hour per week Head Caretaker to work at St. Mary School in Taber. This assignment is to commence as soon as possible. This position is covered by the CUPE 290 collective agreement.

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PYSCHOLOGIST – St. Patrick School (Taber)

We are looking to hire a temporary full time Registered Psychologist to support St. Patrick School in Taber. This assignment is to commence at a mutually agreed time and terminate March 31, 2025. This is an out of scope position.

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TEACHER – Catholic Central High School

We are looking to hire a probationary full time teacher at Catholic Central High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching French Immersion with a complement of classes in any of the following areas: Social Studies, Religious Education, and/or CTS (potentially Foods or Trades-based). This position is covered by the ATA collective agreement.

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TEACHER – Catholic Central High School

We are looking to hire a temporary full time teacher at Catholic Central High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching Math (10C, 10-2, and/or 10-3) and Science (possibly Science 14/24, Science 10/20, and Physics 20). This position is covered by the ATA collective agreement.

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TEACHER – Catholic Central High School

We are looking to hire a temporary full time teacher at Catholic Central High School in Lethbridge. This assignment is to commence August 26, 2024 and terminate April 4, 2025. The successful candidate will be teaching Physical Education, CTS, and possibly Social Studies. This position is covered by the ATA collective agreement.

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TEACHER – St. Francis Junior High School

We are looking to hire a temporary full time teacher at St. Francis Junior High School in Lethbridge. This assignment is to commence April 12, 2024 and terminate June 30, 2024. The successful candidate will be teaching grade nine English Language Arts and Options. This position is covered by the ATA collective agreement.

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TEACHER – Trinity E-Learning School

We are looking to hire a temporary 0.6 FTE teacher at Trinity E-Learning School in Lethbridge. This assignment is to commence April 15, 2024 and terminate June 30, 2024. The successful candidate will be teaching grades 10/11 English Language Arts and Social Studies, and some senior high options. This position is covered by the ATA collective agreement.

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RELIEF CARETAKERS – Division Schools

We are looking to hire Relief Caretakers at our Division schools: City of Lethbridge, Taber, Bow Island, Coaldale, Picture Butte and Pincher Creek. This position is covered by the CUPE 290 collective agreement.

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SUBSTITUTE TEACHERS – Division Schools

We are looking to hire Substitute Teachers commencing as soon as possible. These positions are covered by the ATA collective agreement.

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