

THURSDAY, MAY 2, 2024

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Here in Spirit



Holy Spirit Catholic Schools Newsletter

Employment Opportunities at a Glance:

- **Caretaker** – St. Patrick Fine Arts School and Catholic Central High School (West Campus)
- **Early Learning Education Assistant** – St. Michael's School (Pincher Creek)
- **Education Assistant** – St. Francis Junior High School
- **Education Assistant** – St. Francis Junior High School
- **Education Assistant** – St. Teresa of Calcutta School
- **Education Assistant** – St. Teresa of Calcutta School
- **Head Caretaker** – St. Mary School (Taber)
- **Mental Health Professional** – St. Patrick School (Taber)
- **Teacher** – St. Francis Junior High School
- **Administrative Support** – St. Michael's School (Pincher Creek)
- **Education Assistant** – St. Teresa of Calcutta School
- **Teacher** – St. Teresa of Calcutta School
- **Casual Caretakers** – Division Schools
- **Casual Education Assistants** – 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. Patrick Fine Arts School and Catholic Central High School (West Campus)

We are looking to hire a continuous 40.0 hour per week Caretaker with the initial assignment at St. Patrick Fine Arts School and Catholic Central High School (West Campus) in Lethbridge. This assignment is to commence May 27, 2024. This position is for a weekday evening shift and is covered by the CUPE 290 collective agreement.

[View Details](#)

EARLY LEARNING EDUCATION ASSISTANT – St. Michael's School (Pincher Creek)

We are looking to hire a continuous 24.0 hour per week Early Learning Education Assistant at St. Michael's School in Pincher Creek. This assignment is to commence September 9, 2024 and end June 12, 2025. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3739437**.

[View Details](#)

EDUCATION ASSISTANT – St. Francis Junior High School

We are looking to hire a temporary 30.0 hour per week Education Assistant at St. Francis Junior High School in Lethbridge. 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 #3739458**.

[View Details](#)

EDUCATION ASSISTANT – St. Francis Junior High School

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Francis Junior High 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 #3739467**.

[View Details](#)

EDUCATION ASSISTANT – St. Teresa of Calcutta School

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Teresa of Calcutta School in Lethbridge. This assignment is to commence as soon as possible and terminate May 20, 2024, with the possibility of extension. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3739470**.

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EDUCATION ASSISTANT – St. Teresa of Calcutta School

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Teresa of Calcutta 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 #3739474**.

[View Details](#)

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 our CUPE 290 collective agreement.

[View Details](#)

MENTAL HEALTH PROFESSIONAL – St. Patrick School (Taber)

We are looking to hire a temporary full time Mental Health Professional to support St. Patrick School in Taber. This assignment is to commence at a mutually agreed time and terminate March 31, 2025, with the possibility of extension. This is an out of scope position.

[View Details](#)

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 August 26, 2024 and terminate June 30, 2025. The successful candidate will be teaching grades seven to nine Math and Science. Experience teaching CTF would be considered an asset. This position is covered by the ATA collective agreement.

[View Details](#)

ADMINISTRATIVE SUPPORT (Clerk Typist) – St. Michael's School (Pincher Creek)

We are looking to hire a continuous 35.0 hour per week Administrative Support 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 #3733874**.

[View Details](#)

EDUCATION ASSISTANT – St. Teresa of Calcutta School

We are looking to hire a temporary 28.0 hour per week Education Assistant at St. Teresa of Calcutta School in Lethbridge. This assignment is to commence May 8, 2024 and terminate June 27, 2024. This position is covered by the CUPE 1825 collective agreement. Please quote **Posting #3733876**.

[View Details](#)

TEACHER – St. Teresa of Calcutta School

We are looking to hire a temporary full time teacher at St. Teresa of Calcutta School in Lethbridge. This assignment is to commence May 27, 2024 and terminate June 30, 2024. The successful candidate will be teaching in a grade 5/6 classroom. This position is covered by the ATA collective agreement.

[View Details](#)

CASUAL CARETAKERS – Division Schools

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

[View Details](#)

CASUAL EDUCATION ASSISTANTS – Division Schools

We are looking to hire casual Education Assistants to work at our Division Schools. These positions are covered by the CUPE 1825 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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“Share the Mission” Award Call for Nominations!

Nominations are now welcome for Holy Spirit Catholic School Division’s “Share the Mission Award.” This prestigious award recognizes community members, parents, students, and school staff who have:

- Offered outstanding or long term service for the benefit of our students;
- Accepted demanding challenges and set new standards for the rest of us to follow;
- Contributed, through action and deed, to the Catholic atmosphere of our schools;
- Demonstrated involvement and leadership in community / parish organizations;
- Reflected the Mission Statement of the Holy Spirit School Division in all actions:

*We are a Catholic faith community, dedicated to providing
each student entrusted in 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 foundations of all that we do.

If you know of an individual or group deserving of the “Share the Mission Award,” please forward their name to Rhonda Kawa at kawarh@holyspirit.ab.ca by June 7, 2024. Nomination information is also accessible on the division’s website or by clicking on the following link:

[Share the Mission Nomination Form](#)