



Regina Roman Catholic Separate School Division # 81

Personnel and Employee Relations 7230 Instructional Staff: Recruiting and Employment	Administrative Application	
	Effective:	January 27, 2015
	References:	The Education Act, 1995, Sec 198 The Teacher Certification and Classification Regulations, 1983 ER-2 Treatment of Staff and Volunteers
	Status:	Operational

Preamble

The Board recognizes the importance of recruiting in order to employ highly qualified teachers who will live, practice, and promote Gospel values and Catholic teachings.

Application

The recruitment and employment of instructional staff in the Regina Catholic School Division is based on the following criteria:

1. Professional Qualifications

Professionally qualified candidates shall:

- a. Provide a valid teaching certificate in accordance with *The Act* and *The Teacher Certification and Classification Regulations, 1983*.
- b. Provide proof of prior teaching with references and/or internship reports.
- c. Provide transcripts of post-secondary education.
- d. Indicate a readiness, as an ongoing practice, to develop professionally by participating in workshops, seminars, in-service sessions, and university classes.
- e. Demonstrate competency in the level or area of teaching.
- f. In situations where circumstances warrant, professional qualifications will be considered above all other criteria when resolving recruitment and employment needs.

2. Qualities of a Catholic Teacher

Candidates suitable for a teaching position in the Regina Catholic School Division shall:

- a. Display exemplary character, faithful fulfilment of religious obligations, and a willingness to carry on a religion program acceptable to the school division.
- b. Display a readiness, as an ongoing practice, to develop spiritually by participating in staff retreats and other faith development activities offered by the school division.



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- c. Have completed, or will complete within two years of employment, two university classes in Religious Education, Theology, Scripture, Christian Philosophy, Family Life with a Christian perspective, or the equivalent.
 - d. Provide a statement indicating a personal philosophy of Catholic education.
 - e. Submit a reference from a priest or parish administrator.
3. **Health**
Candidates suitable for a teaching position in the Regina Catholic School Division shall be in good health.
4. **Criminal Record Check**
Candidates suitable for a teaching position in the Regina Catholic School Division shall provide a criminal record check in accordance with Administrative Application 7200 – Criminal Record Check.
5. **Pressing Necessity**
Where circumstances warrant, the Director may forego any of the above criteria in order to secure instructional services that meet specific needs of pupils or special assignments.
6. **Exchange Programs**
The Director may forego any of the above criteria in order to accommodate the employment of instructional staff involved with formal teacher exchange programs in compliance with Administrative Application 7260 – Exchange Teaching.