

STAFF RECRUITMENT – CERTIFICATED

Background

The Division supports the recruitment of the most capable and highly qualified teaching staff available.

Attracting, retaining and developing a high-quality teaching force is a high priority of the Division. To support this objective, teacher recruitment practices must ensure that teachers hired are highly skilled, committed to the Division philosophy, mission and beliefs and dedicated to the service of students.

Procedures

1. Generally, teachers with a minimum of four years of training will be considered for employment with the Division. (In special circumstances dictated by specialist skills or supply of qualified candidates, exceptions may be made.)
2. To the greatest extent reasonable, attempts will be made to match professional training and experience with the teaching assignment.
3. Teachers are to be selected on a thoroughly professional basis in accordance with commonly recognized selection principles, free from all personal influences and pressures.
4. The Superintendent has the responsibility for hiring teaching staff in accordance with this administrative procedure.
5. Factors to be considered in recruiting teachers include:
 - 5.1 Commitment to the Division philosophy, mission statement and beliefs.
 - 5.2 Personal qualities including effective interpersonal relationships, sensitivity and empathy, ability to work with others, communication skills, integrity and ability to exercise sound judgment.
 - 5.3 Professional training and experience.
 - 5.4 Professional achievements and contributions.
 - 5.5 Ability and qualifications.
 - 5.6 Reference information.
6. All teaching vacancies will be posted internally prior to or concurrently with external advertisements.

7. The Superintendent or designate is responsible for selecting and deploying teaching staff.
8. The school council may participate in an advisory role in establishing selection criteria for and in the selection process for teachers.

Reference: Section 52, 53, 198, 199, 203, 204, 205, 221, *Education Act*
Policy 12 – Role of the Superintendent