



**PRINCE ALBERT
ROMAN CATHOLIC** Est. 1887
SEPARATE SCHOOL DIVISION No.6
Learning for life through Catholic Education

INFORMATION FOR TEACHER APPLICANTS

(to be retained by the teacher)

1. It is the policy of Prince Albert Catholic Schools to give preference to teachers who practice the Roman Catholic faith.
2. Applicants must have obtained or be eligible to obtain a Saskatchewan Teaching Certificate before they can be considered for a position. Out-of-province applicants should write to: Teacher Services, Department of Education, 2220 College Avenue, Regina, Saskatchewan, S4P 3V7 to determine their eligibility for a Saskatchewan Teaching Certificate.
3. Applicants are asked to contact their parish priest to get a letter of reference regarding their commitment and practice of the Catholic faith. The Director of Education or designate may contact him regarding the reference.
4. Applicants will be notified if a personal interview is required.
5. The offer of a teaching position is made by letter at which time the applicant is required within four days, to indicate in writing the acceptance of the offer.
6. Successful applicants who claim teaching experience with other school divisions must furnish proof of such experience by having previous employers complete a certificate of teaching experience.
7. Successful applicants must pass a Criminal Record Check as a condition of employment.
8. Teachers are appointed to the staff of the school division, not to a particular school. Changes in placement may occur at any time dependent on requirements of the division.
9. Prince Albert Catholic Schools is a smoke-free environment. Staff members are expected to adhere to all policy, guidelines and procedures in this regard.