



CATHOLIC INDEPENDENT SCHOOLS DIOCESE OF PRINCE GEORGE

6500 Southridge Avenue • Prince George, BC, Canada V2N 5P9 • 250-964-5642 • www.cispg.ca

TEACHER APPLICATION FORM 2018

GENERAL INFORMATION			
NAME			
Surname		Given Names	
ADDRESS		Title	
Street		City	Province
TELEPHONE		Postal Code	
Home		Cell	
E-MAIL		SOCIAL INSURANCE NUMBER	
Are you legally eligible to accept employment in Canada? YES <input type="checkbox"/> NO <input type="checkbox"/>			

CATHOLIC ☐ NON-CATHOLIC ☐ PASTOR ☐ PARISH ☐
MARRIED IN CATHOLIC CHURCH ☐ SINGLE ☐ MARRIED CIVILLY ☐ DIVORCED ☐

EDUCATION <i>Start with your most recent experience. Please submit transcripts.</i>				
DATES ATTENDED M/D/Y/ to M/D/Y	NAME OF INSTITUTE City, Province	DEGREE/DIPLOMA	MAJOR	MINORS

TEACHER CERTIFICATION		
TEACHER REGULATION BRANCH	HELD <input type="checkbox"/>	APPLIED FOR <input type="checkbox"/>
SUBJECT RESTRICTED CERTIFICATE <input type="checkbox"/>		
TEACHER CERTIFICATE FROM OTHER AREA		
PRESENT EMPLOYMENT		

TEACHING EXPERIENCE <i>Start with your most recent experience.</i>						
FROM		TO		POSITION HELD	DISTRICT/LOCATION	GRADE/SUBJECT
MONTH	YEAR	MONTH	YEAR			

TEACHING EXPERIENCE IN BC: YEARS ELSEWHERE: YEARS SUBSTITUTE: YEARS
GRADE PREFERENCE K ☐ 1-3 ☐ 4-7 ☐ 8-9 ☐

The information requested in this application package, including the inserts, is being collected in accordance with the BC Personal Information Protection Act (PIPA). The information will be used to determine the suitability and eligibility of applicants for approval for hiring purposes within the Catholic Independent Schools Diocese of Prince George (CISPG). Upon employment, these documents will be maintained in your CISPG personnel file. If you have any questions concerning the collection or use of the information, please contact Superintendent Chris Dugdale: cdugdale@cispg.ca

APPLICANT CHECKLIST

It is the responsibility of each teacher applicant to ensure that the following documents accompany their application. You may download the entire application package at <http://cispg.ca/cispg/careers/>

- Resume and Cover Letter
- Baptismal Certificate (if Catholic)
- Marriage Certificate (if applicable)
- Valid BC Teaching Certificate
- Pastor Reference Form (forwarded directly to CISPG by the Pastor)
- Professional Letters of Reference (minimum of two)
- University Degree Transcripts (photocopies acceptable)
- Teaching Evaluation/Practicum Reports from your most recent employer
- Passport-size Photo of Yourself (optional)

DO NOT SEND ORIGINALS. Please submit this information as soon as possible with your online application or by mail to CISPG Superintendent of Schools: 6500 Southridge Avenue • Prince George, BC, Canada V2N 5P9

APPLICANT DECLARATION

When hiring teachers, we select qualified individuals who exhibit exemplary attitude, ethics, and moral qualities as delineated in the [Independent School Teacher Conduct and Competence Standards](#). Your vocation in our Catholic schools is witness to the CISPG Vision where “Parents, Pastors, and Staff collaborate to form a community where students are inspired to live the sacramental life, to grow in the moral life of virtue, and to thrive intellectually”.

CATHOLIC TEACHERS

Catholic teachers employed by CISPG will demonstrate at all times conduct and a way of life that are consistent with the [Catholic Denominational Standards](#) which include, but are not limited to:

- be a living witness of the Catholic faith through attending Sunday Mass, school liturgies and services, and living a single or married life according to the tenets of the Catholic Church
- be an active member of a parish
- be committed and capable of teaching the Diocesan-approved Religious Education Program
- be a Christian role model for others in the school, parish and community

NON-CATHOLIC TEACHERS

- Non-Catholic teachers employed by CISPG will demonstrate at all times to the satisfaction of the employer, respect for the aims and nature of the school and its Catholic beliefs and practices which include, but are not limited to:
- living a single life or in a valid marriage
- be a Christian role model for others in the school, parish and community

I have read and commit to the Applicant Declaration for: Catholic Teachers ☐ Non-Catholic Teachers ☐

As well, I certify that the statements made by me in this application are true and complete to the best of my knowledge and beliefs and are made in good faith. I also understand that if any of these statements are untrue my appointment to a position may be terminated or rescinded at any point.

SIGNATURE OF APPLICANT

DATE