



GOVERNANCE POLICIES

Section	Number
GP	11.0

GOVERNANCE PROCESS

Policy Title: Employment of Staff

Policy: It is the policy of The Northwest Catholic District School Board to provide qualified personnel who will support and reflect our Catholic Vision and Values.

The Northwest Catholic District School Board is the employer of all employees in its schools and in the Board's administrative offices. The Northwest Catholic District School Board holds the staff accountable through the Director of Education. The hiring, transfer, promotion and termination of all School Board Staff is managed through the Director of Education and reported to the Board of Trustees.

It is the policy of the Board to ensure that the Board has in place workplace health and safety, adherence to human rights and equity procedures for all staff.

The Director of Education is the sole employee who reports to the Board. The Board of Trustees is responsible for recruitment, selection and the performance review of the Director of Education.

<u>Cross Reference</u>		<u>Date Approved</u> March 22, 2003 <u>Board Motion</u>	Legal/Ministry of Education Reference
Section	Number		Good Governance: A Guide for Trustees, School Boards, Directors of Education and Communities
G	01	<u>Date of Last Review</u> June 20, 2020	Bill 177
G	04		Occupational Health and Safety Act
G	17		Ontario Human Rights Code
G	13		

Appendix 1

The Board is committed to ensuring support and guidance to develop each school as a Catholic Christian Community in all its academic and non-academic programs.

The Board will promote the Mission and Vision of The Northwest Catholic District School Board in recruiting practices to encourage the best candidates apply to the Board for Union and Non-Union employee positions such as:

- Administration, Director of Education, Superintendents of Education, Superintendents of Business and Assistants to Superintendents
- System Managers (Finance, Facilities, information Technology)
- Human Resources Administrator, Human Resources Officer
- Executive Assistants
- Administrative Assistants
- System Leaders (MISA, Behaviour, Indigineous Education, Mental Health)
- School Principals and Vice Principals
- ~~Curriculum Coordinators~~
- Special Education Coordinator
- ~~Faith Animator~~: Catholicity Coordinator
- Teachers
- Early Childhood Educators
- Custodians
- School Secretaries
- Educational Assistants
- ~~Dispatch Operators~~
- ~~Short and Long Term Occasional Teaching Positions~~
- ~~Short and Long Term Occasional Non Teaching Positions~~ Itinerant replacement employee
- Casual Employees
- Contract Positions
- Technical Support Staff
- Clerks
- Speech Language Specialists ~~Pathologist~~
- Attendance Counsellors
- Child & Youth Workers
- School Counsellor