



EDMONTON CATHOLIC SCHOOLS

1. How do I apply for employment with the Edmonton Catholic School Division?

All applicants must apply via Apply to Education. For more information on the application process, please visit www.ecsd.net/careers.

2. What documents do I require when applying to work with the Edmonton Catholic School Division?

All applications are required to provide:

- Resume
- Cover Letter (Written in French if applying as a French Immersion candidate)
- Two Most Recent Teaching Evaluations
- Two Professional References Letters (dated within the last two years)
- [Faith Formation Plan](#)
- Baptismal Certificate (if applicable)

3. Do I have to be Catholic to work for the Edmonton Catholic School Division?

The Edmonton Catholic School Division hires non-Catholic applicants who are specialized in the following areas:

- Languages (Cree, French, Spanish, Ukrainian)
- Major in CTS/CTF (such as but not limited to – Foods/Fashion, Cosmetology, Construction, Fabrication)
- Elementary and/or Secondary Music
- Major in Mathematics, Chemistry, and Physics
- Lived Indigenous Experiences

4. Who do I address my cover letter to?

There is no specific person to address your cover letter to. Some suggestions include: “Dear Edmonton Catholic School Division” or “Dear Hiring Manager”.

5. As a non-Catholic candidate, am I required to complete the Faith Formation Plan?

Yes, all candidates are required to complete the Faith Formation Plan. Candidates who are non-Catholic and specialized would complete the Faith Formation Plan from their own faith perspective.

6. Do I need to complete any religious education courses to work for the Edmonton Catholic School Division?

Candidates are not required to have completed any religious education courses at the time of application. To be considered for a continuous contract with the Edmonton Catholic School Division, teachers must complete a course in Catholic Theological Foundations and a course in Religious Education Methodology. These courses, CHRTC 250 and CHRTC 380/381, are offered through St. Joseph’s College. Course equivalencies will be considered by our Religious Education Services department. It is important to note that St. Joseph’s College Certificate in Catholic Education is considered a hiring asset.

7. **Am I required to provide a pastoral reference at the time application?**

No, candidates are not required to provide a pastoral reference when applying to the Edmonton Catholic School Division. A pastoral reference is required to be provided for consideration for continuous contract with the Division.

8. **As a non-Catholic candidate, would I be able to pursue leadership opportunities with the Edmonton Catholic School Division?**

At this time, to be considered for a leadership position with the Edmonton Catholic School Division, candidates are required to be Catholic.

9. **How much do teachers working for the Edmonton Catholic School Division make?**

The Collective Agreement outlines the following salary grid for teachers working for the Edmonton Catholic School Division:

Years of Experience	Years of Education		
	D	E	F
1	\$60,625.00	\$64,096.00	\$68,022.00
2	\$64,083.00	\$67,557.00	\$71,477.00
3	\$67,541.00	\$71,012.00	\$74,937.00
4	\$70,999.00	\$74,471.00	\$78,396.00
5	\$74,456.00	\$77,931.00	\$81,855.00
6	\$77,915.00	\$81,388.00	\$85,312.00
7	\$81,375.00	\$84,848.00	\$88,771.00
8	\$84,832.00	\$88,304.00	\$92,228.00
9	\$88,289.00	\$91,763.00	\$95,688.00
10	\$91,748.00	\$95,224.00	\$99,142.00
11	\$95,925.00	\$99,387.00	\$103,360.00

Substitute teachers are paid \$231.45 for a full day of subbing and \$140.12 for a half day of subbing.

10. **Does the Edmonton Catholic School Division offer health benefits and pension?**

All group life insurance, extended disability, and health benefits are offered to all eligible contract teachers working a minimum of 0.2 FTE. The Division pays for 100% of the cost of health benefit premiums. Coverage commences on the first day of contract.

11. **I have other questions, who can I contact?**

Candidates who have questions can contact our Recruitment Specialist, Natalie El-Houmairi, via email at natalie.el-houmairi@ecsd.net.

