



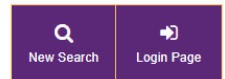
How to Apply to Job Postings

1. Visit external career opportunities by clicking [here](#). Click on *Current Opportunities*.



Resources

2. To view career opportunities, click *Positions Open #*.



Search Openings

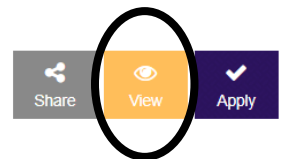
Search our positions by selecting from the criteria below. Each job description includes a link for applying and submitting your resume to us online. This is the fastest and most reliable way to be considered for any of our positions.

To see all open positions, click on the "#" of Open Positions.

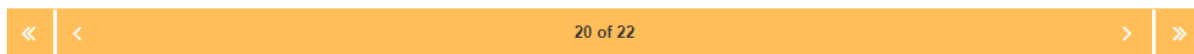


3. To view more details of a specific opportunity, click the job title or *view*.

**Therapeutic Assistant (7) -
Behavioural Therapy**
Lumen Christi Catholic Education
Centre
Behavioural Therapy
Permanent



4. To apply, click *Apply Now* on the bottom right or top left of the page.



**Therapeutic Assistant (7) -
Behavioural Therapy**

Location
**Lumen Christi Catholic
Education Centre**

City
Edmonton

Province
Alberta



Edmonton Catholic Schools is a large urban school division whose mission is to provide a Catholic education that inspires students to learn and that prepares them to live fully and to serve God in one another. The Division is comprised of over 44,000 students and 5,000 employees in 95 schools plus other sites.

✓ Apply Now



5. As a new applicant, enter your email address and create a password. Review the *Edmonton Catholic Schools – Freedom of Information and Protection of Privacy* and click the check box.

1. Register

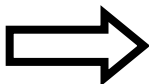
To submit your application, please complete these steps. Fields marked with a red asterisk (*) are required.

Email Registration

Your email address will be used as your login name allowing you to return to our website to update your profile.

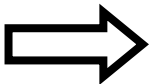
If you are a returning applicant, please sign in or reset your password using the Login button.

Email *	Password *	Re-type new password: *
<input type="text"/>	<input type="text"/>	<input type="text"/>



Click on the link below to view the full administrative procedure.

I agree to [Edmonton Catholic Schools - Freedom of Information and Protection of Privacy](#)



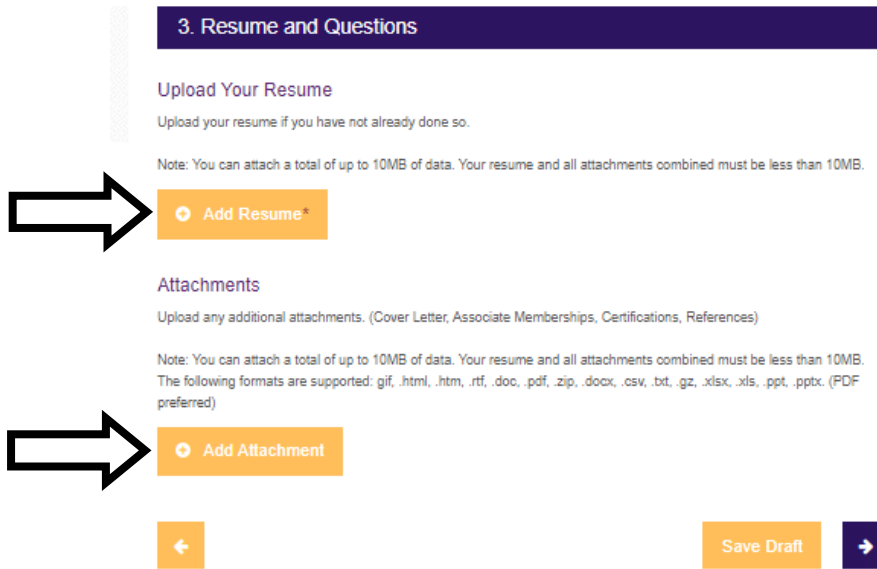
As a returning applicant, click *Login Page* on the top right-hand corner and sign in.



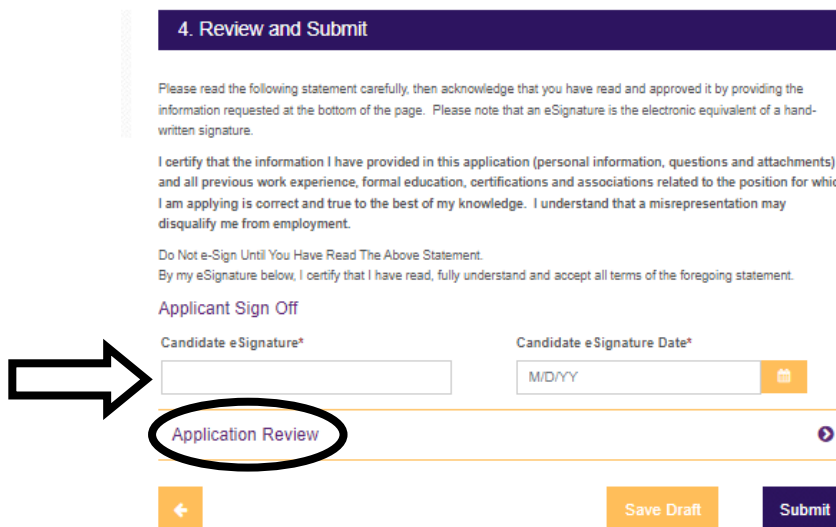
6. On the *Your Information* page, fill out and/or verify the information requested.
Note: All fields with an asterisk (*) are required.
Note: Click *Save Draft* to leave and return later to complete application.



7. On the *Resume and Questions* page, click *Add Resume* to upload resume in PDF format. Click *Add Attachment* to add cover letter and other supporting application documents.



8. On the *Review and Submit* page, e-sign and date the application by typing out candidate name and date of application. Review application by clicking *Application Review*.



9. Click *Submit* to finalize application.

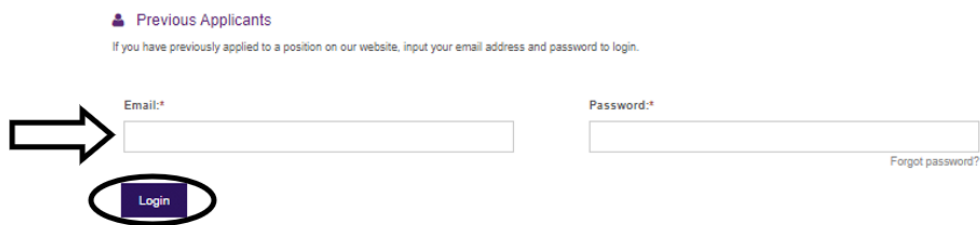


How to View Submitted Job Applications

1. On the *Current Opportunities* page, click *Login Page* on the top right-hand corner.



2. Enter the candidate's email address and password. Click *Login*.

A screenshot of a login form. At the top, it says 'Previous Applicants' with a person icon. Below that, a note reads: 'If you have previously applied to a position on our website, input your email address and password to login.' There are two input fields: 'Email:*' and 'Password:*'. A white arrow points to the 'Email:*' field. Below the 'Email:*' field is a 'Login' button, which is circled in black. To the right of the 'Password:*' field is a link that says 'Forgot password?'.

3. Click *My Jobs* to view positions applied to.

