



File GD

### **PROFESSIONAL STAFF RECRUITMENT AND HIRING**

The goal of Teacher selection will be to procure the best possible staff member for the services which are to be rendered.

Factors which influence the selection of professional personnel are as follows:

- Training and certification
- Professional competence
- Personality and compatibility
- Teaching experience
- Professional attitude

The Portage la Prairie School Division believes the quality of education will be enhanced by employing staff who are knowledgeable about and involved in the day-to-day activities of the community.

Preference will be given to Teachers who reside in, or who will relocate to and reside in, the Portage la Prairie School Division.

Application to teach in any of the schools in the Portage la Prairie School Division will be by letter and the prescribed application form. The selection of the teaching staff will be the responsibility of the Superintendent who will involve the Principals concerned whenever possible.

All teaching personnel selected for employment must be approved by the Superintendent and recommended to the Board for ratification. All relevant documentation on all staff short-listed for an interview will be forwarded to the Superintendent's office to be kept on file for a period of one year. The rationale for the selection of the successful candidate will be included on the Employment Consideration Form. The number of staff selected for employment must be within the limits established by the Board.

The provisions of policy GAB -Criminal Record and Child Abuse Registry Checks will apply.