

Overview: Since 1979, Foothills Academy Society has been a leader in working with children and youth with Learning Disabilities and associated disorders. We are a Designated Special Education Private School for grades 3-12. Our year round Community Services department reaches over 1,000 individuals annually. We are a charitable organization with a strong culture of philanthropy.

Substitute Teacher: Foothills Academy is seeking outstanding Substitute Teachers for small classes of students with Learning Disabilities in our school program grades 3-12. We are accepting applications for all grades and subjects, although an ability to teach JR/SR High Math/Science is an advantage.

Qualifications:

- Alberta Teaching certification (required)
- Outstanding teaching evaluations and professional letters of reference
- Experience teaching
- Experience working with students with Learning Disabilities and/or ADHD preferred

Demonstrated Skills and Competencies:

- Outstanding instructional and classroom management skills
- Strong communication and organizational skills
- Personal integrity and trustworthiness
- Ability to establish trust and rapport with students
- Comfort and competency working with computers and other technologies to support student learning
- Ability to respect and value all individuals with sensitivity to diversity

Application Form and other Documents:

- Cover letter
- Resume
- References
- Police check – working with vulnerable populations (prior to employment)
- Completed application form

Process:

Applications will be reviewed and those short listed will be contacted for an interview.

Contact Information:

Sean Horton, Program Coordinator
Foothills Academy, 745 – 37St. N.W. Calgary, AB. T2N 4T1
shorton@foothillsacademy.org

Foothills Academy School * Estelle Siebens Community Services



Foothills Academy Employment Application Form

Position being applied for _____ Date available to begin work _____

Personal Data

Legal First Name: _____ Last Name: _____

Middle Name: _____ Preferred Name: _____

Complete Mailing Address: _____

Home Phone: _____ Alternate Phone: _____

Education

Educational Data	Name of Institute	Highest Grade Passed, Certificate/Degree/Diploma	Specialization
High School			
Technical School			
College			
University			
Post Graduate			
Other			

Are you legally entitled to work in Canada? Yes No

If Yes: Canadian Citizen Landed Immigrant Work Visa

Recent Work Experience (starting with most recent position)

Company	Supervisor	Position Held	Date From: Mo / Yr	Date To: Mo / Yr

Job Related References (Applicants are required to provide the names of three work related references we may contact by telephone:

Name	Relationship (Supervisor; or Colleague)	Position	Phone Number

Do you have any conditions that might interfere with you safely performing your work duties?

Please check one: Yes No

Have you ever been convicted, or found guilty, of a Criminal Offense under the Criminal Code of Canada or in any other Country for which a pardon has not been granted?

Please check one: Yes No

Please Note: Foothills Academy Society requires that as a condition of employment, all applicants who are offered employment are required to provide a recent (within 6 months) Vulnerable Sector Police Security Clearance before employment is confirmed.

By way of my signature below, I certify that the information provided in this application is true, without material omissions of any kind. I understand that failure to accurately and fully complete this form in its entirety may disqualify my application for consideration.

Applicant's Signature

Date