



WE ARE HIRING

WE BELIEVE IN OUR SCHOOLS
WE BELIEVE IN YOU



Faith Requirements for Educator Candidates (Occasional Teachers and Designated Early Childhood Educators)

Individuals who are applying to teaching positions at the Simcoe Muskoka Catholic District School Board (SMCDSB) are required to select and submit one of the following requirement options:

Option 1

1. [Educator Faith Testimony](#); and
2. [Roman Catholic Pastoral Reference Form](#) or Pastoral Reference letter

OR

Option 2

1. [Educator Faith Testimony](#);
2. Roman Catholic Baptismal Certificate; and
3. [Personal Letter of Faith](#)

In addition, please note that all new teachers are required to take Religious Education Part One (1) within five (5) years of the date of hire.



Teacher Faith Testimony

The Simcoe Muskoka Catholic District School Board expects that all educators will take their faith seriously, and will sincerely strive to live that faith out on a daily basis, through a life that aligns with the teachings of Jesus and of the Catholic Church. Our board especially [highlights the virtues](#) of faith, hope, love, family, compassion, service, truth, justice, and forgiveness.

In addition to their professional responsibilities as educators, Catholic educators are called upon to model their faith and values through their words, choices and actions, and not to act in a way that undermines or harms our faith community. To be a Catholic educator is a vocation, and should be lived that way.

For all of us, to be a Catholic Christian is to be on a journey of personal and spiritual growth, deepening our understanding of God's love for us, and responding to it daily in our work. We constantly seek to learn and develop on the level of our faith, and to be better disciples of Jesus, the Lord. We do this as part of the larger Catholic faith community.

A Catholic educator with our Board will be expected to:

- Make use of the [Religious Education](#) and [Family Life](#) curriculum materials published by the [Institute for Catholic Education \(ICE\)](#) on behalf of the bishops of Ontario, as well as any additional resources provided by our board;
- For teachers, uphold their dual responsibilities in our publicly-funded Catholic educational system, both as members of the Ontario College of Teachers (OCT) and as public figures in our Catholic community;
- Respect, support and encourage their students, accompanying them on their unique personal journeys of faith and growth.

I understand and will strive to fulfill the expectations of my role as an educator in the Simcoe-Muskoka Catholic District School Board.

Print Name: _____

Date: _____

Signature: _____



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Personal Letter of Faith

Please provide a personal letter (roughly one typed page in length) or complete the below questions outlining your Catholic faith journey, including the following components:

1. Your participation in, and contributions to, the life of your community—both the Catholic community (your local parish), but also the wider community, including parish or community service involvement, volunteering, youth mentorship, etc.

2. How this involvement has contributed to growth in your faith.



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3. How being an educator in a Catholic school community will nurture your faith formation.

4. How you see yourself continuing to grow in your faith as a Catholic Educator.



Catholic Pastoral Reference

(For candidates applying for teaching positions, designated early childhood educator positions, vice principal or principal positions and educational leadership positions of responsibility in the Simcoe Muskoka Catholic District School Board)

OUR MISSION

Faithfully, inclusively and equitably, we inspire every student to realize their God-given potential.

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Simcoe Muskoka Catholic District School Board
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A note to the Priest:

The process for hiring a Catholic candidate in Simcoe Muskoka Catholic District School Board (SMCDSB) is extensive and complex. One important part of the total process includes consultation with the candidate's Pastor, through the Catholic Pastoral Reference form. The candidate's submission of all required documentation in accordance with relevant SMCDSB policies in addition to an interview are all influential in the hiring decision. Personnel responsible for hiring within SMCDSB are well aware of the importance of their decision and place high value on the Catholic Pastoral Reference.

To assist you with reference requests and to provide consistency for all involved, we are attaching a template for your use, which we trust honours both your professional integrity and your busy pastoral schedules. Please do not feel obliged to provide a pastoral reference for a candidate. The candidate has the legal right to see the information you record on this form, but additional access will only be provided to the school board personnel involved in hiring.

Thank you for your involvement in this process and for your encouragement and support of the ministry of Catholic education.

A note to the Catholic Candidate:

In addition to providing a high quality education, our Catholic educators carry out the mission and ministry of passing on the faith to our students. We acknowledge that you have embarked on this professional development journey for a number of years. It is incumbent on you, the candidate, to connect with your current Catholic priest well in advance of an application due for submission. A Catholic Pastoral Reference form is valid for one year from the date of signature.

To give a solid pastoral reference your Pastor is looking for some very particular things. He is asked to assess your being a person of faith practice: in your personal life, in your worship practice, and in your involvement in the life of the parish community. This is a big responsibility you are asking from your Pastor: one which is weighed heavily by SMCDSB in the hiring process.

Your Pastor wants to give you a supportive reference. If he does not know you, if he is unaware of your presence or involvement at Mass or in parish life, or if you are not a registered parishioner, he will have difficulty or be unable to provide you with a supportive reference. If you find yourself in this position, for whatever reason, it may be best to first:

- introduce yourself to your Pastor at Mass so that he may know you personally,
- register in the parish as an individual and not under your parents/family,
- get involved in the works of the parish, no matter how small (time, talents, financial contributions).

CATHOLIC PASTORAL REFERENCE FORM

1. Priest Reference for

Name of Candidate (Please print):

Full Mailing Address of Candidate:

2. Priest's Knowledge of the Candidate

Check one or more of the following:

I have:

- ☐ ongoing personal knowledge of the individual as a member of the parish
- ☐ personal knowledge of the individual in the past
- ☐ knowledge of the candidate's family
- ☐ knowledge through a personal interview
- ☐ other

3. Reference

You may wish to answer or comment on some or all of the following:

a. The candidate participates in the sacramental life of the Church:

- ☐ regularly
- ☐ occasionally
- ☐ infrequently
- ☐ not known to me

b. The candidate is involved in service: in the Church, in the broader community (e.g. Lector, Youth Group, Out of the Cold, Food Bank):

- ☐ yes
- ☐ no
- ☐ not known to me

c. The candidate comes from a Catholic background:

- ☐ yes
- ☐ no
- ☐ not known to me

d. In my opinion the candidate possesses attitudes and dispositions which will serve Catholic Education positively.

- ☐ yes
- ☐ uncertain
- ☐ not known to me

e. The candidate appears to have an appreciation of teaching in a Catholic school as a vocation and ministry, not merely a job.

- ☐ yes
- ☐ no
- ☐ not known to me

4. Further comments if desired



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Priest: (please print) _____

Parish Name: (please print) _____

Parish Address (please print): _____

Signature: _____

Date: _____



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Our Vision: Our Faith. Our Students. Our Future.