

For information about becoming a teacher with Edmonton Public Schools visit epsb.ca/careers. That's where you can review the documents you need and apply.

You won't include your resume or cover letter as part of your application package. Instead, enter all relevant information in the correct section of this application form. To help us keep track of your information and review applications more efficiently, we can only accept online applications.

PART 1 – PERSONAL INFORMATION			
Last name		First name	
Middle name(s)		Preferred name <i>(if different from first name)</i>	
Address		City	
Province/State	Postal/Zip code	Country	
Email		Primary phone	Alternate phone
Alternate address <i>(if applicable)</i>		City	
Province/State	Postal/Zip code	Country	
Are you legally entitled to work in Canada? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Are you under contract with a school division? <input type="checkbox"/> YES <input type="checkbox"/> NO <i>If YES, please indicate division: _____</i>			
<i>If YES, may we contact your current division for a reference?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO			

PART 2 – POST-SECONDARY EDUCATION				
<p>When you submit your application, upload copies of updated transcripts from all post-secondary institutions you attended. If you have transfer credits (course credits transferred from one institution to another) you must include a full transcript from the institution where you took the course. If your final term is in progress, upload a partial transcript now and a full transcript with all final marks as soon as it's available.</p>				
POST-SECONDARY INSTITUTION	DEGREE	MAJOR	MINOR	GRADUATED MONTH/YEAR
Training route: <input type="checkbox"/> ELEMENTARY <input type="checkbox"/> SECONDARY <input type="checkbox"/> OTHER _____				

PART 3 – STUDENT-TEACHING EXPERIENCE

If you are a recent graduate or have limited experience teaching under contract, complete this section to tell us about your student-teaching background **and** upload copies of all final student-teaching reports when you submit your application. If you have taught with a school division and have a formal teaching evaluation, see Part 4.

SEMESTER and YEAR (e.g. Spring 2018)	SCHOOL NAME and CITY/TOWN	GRADES and/or SUBJECTS TAUGHT

PART 4 – TEACHING HISTORY

If you have taught under a contract **and** have a formal teaching evaluation, complete this section and upload a copy of the evaluation when you submit your application. You can also upload student-teaching reports but they're not required.

MONTHS/YEARS (e.g. Sept 2017– June 2018)	SCHOOL NAME and CITY/TOWN	GRADES and/or SUBJECTS TAUGHT

PART 5 – OTHER EMPLOYMENT HISTORY

Highlight employment responsibilities and skills that relate or transfer to teaching.

MONTHS/YEARS (e.g. Sept 2017– June 2018)	EMPLOYER	JOB TITLE	RESPONSIBILITIES

PART 6 – COMMUNITY INVOLVEMENT AND VOLUNTEERING

Highlight relevant experiences with children and youth.

MONTHS/YEARS (e.g. Sept 2017– June 2018)	ORGANIZATION	RESPONSIBILITIES

PART 7 – CERTIFICATIONS OR ADDITIONAL QUALIFICATIONS

List certificates and qualifications such as coaching certification, Non-Violent Crisis Intervention training, First-Aid certification and include expiry dates if applicable.

PART 8 – SCHOLARSHIPS, AWARDS AND RECOGNITION

Provide the name, reason/qualifications and date awarded for each item listed.

PART 9 – PROFESSIONAL DEVELOPMENT

List seminars, workshops, online courses or other professional development attended or completed within the past three years.

PART 10 – ADDITIONAL SKILLS, ABILITIES OR INTERESTS

List additional skills, abilities or interests that enhance your teaching abilities.

PART 11 – REFERENCES

Provide current contact information for **two** references. These contacts can be from the two reference letters you upload when submitting your application, or you can provide contact information for different references. If you have taught under a teaching contract, at least one reference should be from the supervisor from your most recent teaching assignment.

Name		Position	Organization	
Relationship to applicant	Email		Primary phone	Alternate phone
Name		Position	Organization	
Relationship to applicant	Email		Primary phone	Alternate phone

PART 12 – LANGUAGE PROFICIENCY

Select your level of proficiency for languages you are willing to teach: **Beginner, Intermediate, Advanced or Superior.**
Our Descriptors of Language Proficiency will help you understand each level. Download them at epsb.ca/ourdistrict/careers/teacher.

TEACHING	ENGLISH	FRENCH	OTHER LANGUAGE(S) (please specify below)	
Reading				
Writing				
Speaking				
Listening				

PART 13 – EMPLOYMENT PREFERENCES AND AVAILABILITY

Type of work (check all that apply): FULL TIME PART TIME SUPPLY

Date available for employment

PART 14 – PREVIOUS EDMONTON PUBLIC SCHOOLS APPLICATION OR EMPLOYMENT

Let us know if you have previously applied to teach with Edmonton Public Schools, or if you have previously worked for Edmonton Public Schools in any capacity, for example, as a lunch room supervisor or educational assistant.

YES, I previously applied to Edmonton Public Schools for a teaching position.

Which year(s): _____ Under what name(s): _____

YES, I have been previously employed by Edmonton Public Schools.

Which year(s): _____ Under what name(s): _____ In which role/job: _____

NO, I have never applied to teach with Edmonton Public Schools or worked with Edmonton Public Schools.

PART 15 – ALBERTA TEACHING CERTIFICATE

If you have an Alberta Teaching Certificate, complete **one** of the following two options:

1 – Interim Professional Certificate Number

Expiry date

2 – Permanent Professional Certificate Number

If you **do not** have an Alberta Teaching Certificate, select one of the following:

I **have not** applied to Alberta Education.

I **have** applied to Alberta Education.

Please indicate date: _____

Do you have a teaching certificate from another province or state? YES NO If **YES**, which province or state: _____

PART 16 – ADDITIONAL INFORMATION

Provide any additional information that could be important when we consider your application.

PART 17 – TEACHER ASSIGNMENTS APPLIED FOR

Let us know which assignments you're most qualified for, based on your education, experience and interest.

Make a **maximum** of four choices under the sections that apply to you:

1 = first choice, 2 = second choice, 3 = third choice, 4 = fourth choice.

You can use 1, 2, 3 or 4 **ONLY ONCE** in a section. The choices you mark here won't limit your options.

If you are qualified to teach in more than four areas, you can let us know during the interview.

For detailed information on a program, select the program name below or visit epsb.ca/programs.

DIVISIONS	RANK	LANGUAGE AND CULTURE	RANK	SPECIAL EDUCATION	RANK
Kindergarten		American Sign Language Bilingual		Behaviour and Learning Assistance	
Division I (Grades 1–3)		Arabic Bilingual		Challenge	
Division II (Grades 4–6)		Chinese (Mandarin) Bilingual		Community Learning Skills	
Division III (Grades 7–9)		French Immersion		Deaf and Hard of Hearing	
Division IV (Grades 10–12)		French as a Second Language		Extensions	
SUBJECT AREAS	RANK	CAREER AND TECHNOLOGY STUDIES	RANK	ALTERNATIVE PROGRAMS	RANK
Aboriginal Studies		German Bilingual		Academic Alternative	
Art		Hebrew Bilingual		Advanced Placement (AP) / Pre-Advanced Placement (Pre-AP)	
Biology		International Spanish Academy		amiskwacy Academy	
Career and Life Management (CALM)		Japanese		Arts Core	
Chemistry		Punjabi		Awasis (Cree)	
Counselling		Spanish as a Second Language		Caraway	
Dance		SPECIALIZED PROGRAMS	RANK	Christian Programs / Logos	
Drama		Hospital Stays and Medical Needs		Cogito / Traditional School	
English as a Second Language (ESL)		Institutional Services		International Baccalaureate (IB)	
English Language Arts		Pregnant/Parenting Teens		Nellie McClung Girls' Junior High	
Health				Online / Learning Stores	
Humanities				Sakinah Circle	
Learning Commons (Library)				Sciences	
Mathematics				Sports Alternative	
Music – Choral					
Music – General					
Music – Guitar					
Music – Instrumental					
Outdoor and Environmental Education					
Physical Education – Boys					
Physical Education – Girls					
Physics					
Science – General					
Social Studies					
Last name		First name		Date	