

## HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD

**TO: CANDIDATES FOR DESIGNATED EARLY CHILDHOOD EDUCATOR POSITIONS WITH THE HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD**

**RE: FAITH REFERENCE**

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Thank you for your interest in seeking employment with the Hamilton-Wentworth Catholic District School Board. Catholic schools in the province of Ontario exist to provide Roman Catholic parents with the opportunity to ensure that their children receive a Catholic education. Since parents may choose between public and Catholic schools, their choice of Catholic schools reflects their belief that the staff of a Catholic school will be committed to provide a different educational experience for their children.

The special character of the Catholic school depends, to a great extent, upon the religious character of the staff of the school. Catholic Designated Early Childhood Educators are employed in schools with the expectation that they will take seriously the practice and development of the faith both in themselves and in their students. A commitment to these objectives is important if Catholic schools are to maintain and strengthen the confidence and trust which Catholic people have in Catholic education.

The whole Catholic community has an interest in the selection of staff for Catholic schools. It is for this reason, therefore, that the advice of the parish priest, who represents the faith community, is sought when selecting candidates for Designated Early Childhood Educators positions in the Catholic school system. It is, therefore, required that prospective candidates assist in substantiating their commitment to the Church and to Catholic education and, also, manifest their willingness to give the special witness to the faith which is expected of Catholic Designated Early Childhood Educators in Catholic schools by completing the **Faith Reference Form**.

As a candidate for the position of Designated Early Childhood Educator in the Hamilton-Wentworth Catholic District School Board, the following personal and professional behaviours are considered to be important by the Board:

- A genuine concern and love for the children enrolled in the Early Learning Program classes;
- A personal commitment to be a witness to your faith, both in school and in public, and to serve as a role model for the children;
- Respect for the behavioural standards of the communities in which you work and live;
- Regular participation in the sacramental life of the Church.

Important Note

A Faith Reference for an employee candidate should be addressed to the Administrator of Human Resources. References shall be retained in the employee's file by the Board. It will be the Administrator's responsibility to indicate whether or not the reference received is satisfactory.

**REMINDER:** You are requested to return this form directly to:

Administrator of Human Resources  
Hamilton-Wentworth Catholic District School Board  
90 Mulberry Street, P.O. Box 2012,  
Hamilton, ON  
L8N 3R9

**THE INFORMATION CONTAINED ON THIS APPLICATION FOR AN EMPLOYEE POSITION IS COLLECTED UNDER THE LEGAL AUTHORITY OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (1989) AND WILL BE RETAINED AS PART OF THE HUMAN RESOURCES FILE FOR AN EMPLOYEE OF THE HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD.**

**FAITH REFERENCE FORM FOR DESIGNATED EARLY CHILDHOOD EDUCATORS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

1. **Do you faithfully attend Sunday mass and participate in the frequent reception of the Eucharist? Indicate your parish and the length of time and your involvement there, using approximate dates.**

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2. **How has your contribution and participation in the life of the community and/or the parish caused growth in your personal faith?**

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**FAITH REFERENCE FOR DESIGNATED EARLY CHILDHOOD EDUCATORS**

**III. PASTORAL REFERENCE FOR:** \_\_\_\_\_  
Name of Candidate

I have reviewed these personal statements and reflection papers with the candidate and support the candidacy by the above-named person for a position as a **Designated Early Childhood Educator** with the Hamilton-Wentworth Catholic District School Board.

Please feel free to add other comments which you believe need to be made in order to guide in assessing the candidate's commitment and suitability as a **Designated Early Childhood Educator** of Catholic children.

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**PARISH SEAL**

\_\_\_\_\_  
Signature of Pastor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Church

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Telephone

**REMINDER:**

The Pastor is requested to return this form directly to:

**The Administrator of Human Resources  
Hamilton-Wentworth Catholic District School Board  
90 Mulberry Street, P.O. Box 2012  
Hamilton, ON  
L8N 3R9**

**LETTER OF AGREEMENT ON COMMITMENT BY EMPLOYEES**  
**IN CATHOLIC EDUCATION**

I, \_\_\_\_\_, understand that my employment in the  
position of \_\_\_\_\_ for the Hamilton-Wentworth Catholic  
District School Board is conditional upon:

- a) my support of the religious program and faith activities of the Catholic Church, and
- b) my following, both in and out of school, a lifestyle and deportment in harmony with Catholic teaching and principles.

I accept that an appropriate lifestyle includes good moral character consistent with the principles of the Gospels and teachings of the Catholic Church.

Date: \_\_\_\_\_ Signature of Employee: \_\_\_\_\_

Date: \_\_\_\_\_ Human Resources Department Official: \_\_\_\_\_

*Copy to be given to employee and original to employment file.*