

HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD

TO: CANDIDATES FOR TEACHING POSITIONS WITH THE HAMILTON-WENTWORTH CATHOLIC DISTRICT SCHOOL BOARD

RE: H01: FAITH REFERENCE PORTFOLIO

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 Catholic parents may choose between public and Catholic schools, their choice of a Catholic school reflects their belief that the staff of a Catholic school will be committed to “*placing Christ and the teachings of the Catholic Church at the centre*” of their child’s learning experience.

The distinct character of the Catholic school depends, to a great extent, upon the commitment of and religious character of the staff of the school. Catholic teachers are employed in schools with the expectation that they will take seriously the practice and formation of the faith both in themselves and in their students. A commitment to these expectations is essential if Catholic schools are to maintain and strengthen the confidence and trust the Catholic community places in publicly funded Catholic schools.

Our Board places priority on strengthening the important partnership of home, school and parish. It is for this reason, therefore, that the advice of the parish priest, who represents the faith community, is sought when selecting candidates for teaching 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 witness to the faith which is expected of Catholic teachers in Catholic schools by completing the **Faith Reference Form**.

The intended outcome is that those hired will be individuals who experience a call to teach in Catholic schools and are seriously committed to life-long faith formation. As models of our Catholic faith to their Catholic students, Catholic teachers have the privilege and responsibility to build relationships that foster the faith life of each student in such a way that their faith and life become integrated. In this way, students will discover ways to nourish and nurture their own faith and, as they grow into adulthood, will take their rightful place in society and transform our world through their life as disciples of Christ Jesus.

REASON FOR REQUESTING FAITH REFERENCE

The Catholic school Board has a duty:

- to employ teachers to whom it can confidently entrust the school and the students with the assurance that these teachers will give prime concern to the practice and development of the Catholic faith;
- to ensure that the public life style and leadership of a teacher continue to enjoy the support and trust of the Catholic community both clergy and laity; and
- to seek the advice of the local Catholic faith community, in the person of its pastors, in providing students and parents with teachers who will give solid witness to the Catholic faith in both word and example.

IMPORTANT NOTE

The reference is part of the interview process and must be completed in order to be considered for an interview. It will be the Administrator's responsibility to indicate whether or not the reference received is satisfactory.

IT IS REQUIRED THAT A TEACHING CANDIDATE REQUESTING A FAITH REFERENCE BE INTERVIEWED BY HIS/HER PASTOR.

QUESTIONS FOR THE TEACHING CANDIDATE TO PONDER

- Are you willing to help the children in your care to grow as believers in God and in Jesus, as followers of the Christian way of life, and as active members of the Catholic Church?
- Do you consider yourself to be a good Catholic Christian?
- Are you willing to become better informed about current Catholic theology and methodologies for teaching religious education?
- Do you intend to be a witness to your faith, both in school and in public, and serve as a role model for your students?

The following aspects of your behaviour are considered important by the Board:

- A genuine concern and love for the students in your care;
- A visible effort to live in Christian love with family and associates;
- Respect for the behavioural standards of the communities in which you work and live;
- Regular participation in the sacramental life of the Church.

As you discern these questions, we urge you to be true to yourself and trust your inner responses. Catholic school boards are responsible for supporting parents in passing on our faith to the children entrusted to their care. They will hire prospective teachers who, in their view, can best help them in the ministry of Catholic education. Understood, of course, is the human and spiritual journey. The Hamilton-Wentworth Catholic District School Board will assist you in your spiritual journey in a variety of ways through local initiatives, and especially through the Ontario English Catholic Teachers' Association (OECTA)/Ontario Catholic School Trustees' Association (OCSTA) Religious Education Courses for teachers.

Use the **TAB** key to tab to each question. Type your answers.

FAITH REFERENCE PORTFOLIO FOR TEACHING CANDIDATES

PART A

Faith Reference For:

Name:
Permanent Address:
City:
Telephone:
Email Address:

PERSONAL

As a member of the Catholic teaching community:

I am a person of good moral character consistent with the expectations of the Catholic Church.

I accept and profess the basic and essential truths of the Catholic faith. I will respect all Church teachings on moral and doctrinal issues, which shall be reflected in my public and private life.

I believe that the Sunday celebration of the Lord's day and His Eucharist is at the heart of the Church's life. I faithfully participate in the communal celebration of the Sunday Eucharist as a testimony of belonging and being faithful to Christ and to His Church.

I believe that the only way to pray is to pray well and to pray regularly because God loves us.

I will provide religious instruction in the Catholic Faith using the curricula approved by the school board and as requested by the principal.

I will endeavour to identify and teach gospel values across the curriculum when and where appropriate.

I will assist in influencing and strengthening the spiritual growth of the students and will try to act as an appropriate role model and mentor within the Catholic school community.

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

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

- 3. How would you work to enhance and facilitate the high degree of cooperation which must exist between the Catholic school and the local pastoral team in such activities as:**
 - *Sacramental preparation**
 - *Liturgy preparation**
 - *Preparation for celebration?**

II. REFLECTION PAPERS – The candidate is requested to complete two reflection Papers in 200-250 words each, double spaced, which are to be shared with the Pastor during the interview.

Candidate's Signature

Date

FAITH REFERENCE PORTFOLIO FOR TEACHING CANDIDATES

PART B

B. REFLECTION PAPER – ONE

WHY DO YOU WANT TO BE A TEACHER IN THE CATHOLIC SCHOOL?

FAITH REFERENCE PORTFOLIO FOR TEACHING CANDIDATES

PART B

B. REFLECTION PAPER – TWO

**HOW DO YOU SEE YOURSELF CONTINUING TO GROW IN THE
CATHOLIC FAITH LIFE AS A PROFESSIONAL EDUCATOR?**

FAITH REFERENCE PORTFOLIO FOR TEACHING CANDIDATES

PART C

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 teacher 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 teacher of Catholic children.

PARISH SEAL

Signature of Pastor **Date**

Church

Address

City

Telephone

THE INFORMATION CONTAINED ON THIS APPLICATION FOR A TEACHING POSITION IS COLLECTED UNDER THE LEGAL AUTHORITY OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (1989).

LETTER OF AGREEMENT ON COMMITMENT BY TEACHER TO CATHOLIC EDUCATION

I, _____ understand that my potential employment as a member of the teaching staff of the Hamilton-Wentworth Catholic District School Board would be conditional upon:

- a) my support of the religious program and faith activities in the Catholic school;
- b) my following, both in and out of a school, a lifestyle and deportment in harmony with Catholic teaching and principles;
- c) my completion of the Board's Faith Formation Program within the two (2) years of my probationary period;
- d) my completion of the Ontario English Catholic Teachers' Association/Ontario Catholic School Trustees' Association (OECTA/OCSTA) religious education program Part I or equivalent, within the first four years of employment with the Board; and
- e) my completion of a course or approved program of a minimum 30 hours designed to enhance my effectiveness as a teacher in a Catholic school, every five (5) years thereafter.

I accept that an appropriate lifestyle includes participation in the life of the Church community and living in keeping with the principles of the Gospels and teachings of the Catholic Church.

Date

Signature of Candidate

Date

Signature of Human Resources