




Halton Catholic District School Board  
@HCDSB



@haltoncatholicdsb



HaltonCatholicDSB



HaltonCatholicDSB

[www.hcdsb.org/careers](http://www.hcdsb.org/careers)



Situated just 30 minutes west of Toronto, Halton Region includes the City of Burlington, and the Towns of Halton Hills, Milton, and Oakville. The region is rich in culture and history, and all the amenities you would typically find in diverse metropolitan areas. It extends southeast along the shores of Lake Ontario, with an abundance of hiking trails, waterfront areas, and parklands, offering a safe and enjoyable place to live, to work and to learn.

The Halton Catholic District School Board (HCDSB) is committed to supporting a diverse and equitable workforce that nurtures the success and well-being of our students and Catholic school communities. We strive to uphold the values of equity and inclusion in the recruitment and hiring of qualified staff who reflect the diversity of our region!

Learn More

Working in Halton at HCDSB

Achieving Believing Belonging

whole child  
Catholic faith  
excellence in learning  
21st century  
values

creating  
conditions  
for success

relationships & partnerships

TEACHING  
APPLICATION  
PROCESS

contributing to our communities

Catholic faith whole child

values  
excellence  
Catholic faith

whole child  
Catholic faith  
excellence in learning  
21st century  
values

excellence in learning



# A Message from our Director of Education

Thank you for your interest in working at the Halton Catholic District School Board (HCDSB)!

HCDSB is recognized as a leader in student achievement across Ontario’s publicly-funded education system, due in part to the quality of work and dedication of our staff. We recognize that staff in our schools and Board offices are indicative of the success evident across our school district.

The mission, vision, and values at HCDSB reflect an abiding faith and ongoing commitment to providing an exceptional education experience for all students.

At HCDSB, we create conditions that support all learners in safe and welcoming school environments, guided by our Gospel values and the Ontario Catholic School Graduate Expectations.

We are currently seeking qualified staff to join us at HCDSB, and hope you will consider contributing your skills and talents to our progressive and innovative school district. We look forward to receiving your application.



**John Klein**  
Director of Education

“ We recognize that staff in our schools and Board offices are indicative of the success evident across our school district. ”

## How do I apply for a teaching position at HCDSB?

The online application process is completely free. Please visit *Apply to Education* to create your teaching application portfolio: [www.applytoeducation.com](http://www.applytoeducation.com)

## Your Complete Application Package Will Include:

- ☐ The HCDSB Application Form (available on *Apply to Education*)
- ☐ A Cover Letter and Résumé
- ☐ The HCDSB Faith Reference Portfolio

One (1) of the following supporting documents that applies:

- Certificate of Qualification and Registration from the OCT; or,
- Interim Certificate of Qualification and Registration from the OCT; or
- Temporary Certificate of Qualification and Registration from the OCT; or
- Proof of registration in a Bachelor of Education Program.

- ☐ Practice Teaching Reports
- ☐ Bachelor of Education Transcripts (optional)
- ☐ Undergrad transcripts (optional)
- ☐ Two (2) letters of professional reference, dated within twelve (12) months

**NOTE:** An original Criminal Reference Check including Vulnerable Sector Screening, dated within six (6) months and a Pastoral Letter of Reference from a Roman Catholic Priest, dated within twelve (12) months) are required upon hire.

Applications are accepted and reviewed on an ongoing basis and interviews are conducted as required.

**NOTE:** Only those selected for an interview will be contacted.

Join our  
**HCDSB**  
TEAM!

## When should I apply?