



Catholic Independent Schools
of the Diocese of Victoria



JOB POSTING for St. John Paul II School, Port Alberni

- **Temporary Teaching and Learning Support (1.0 FTE)**
April 10 – June 30, 2025
Application Deadline: April 7, 2025
Salary: \$53,879 - \$96,227

Questions regarding this job posting may be directed to Rachelle Warman, Principal, at rwarman@cisdv.bc.ca

APPLICATION PROCESS

1. Create your [Make a Future profile](#)
2. Complete and add all required application documents to your profile (see below)
3. Apply to this job posting

Please note that while all applications will be reviewed, only short-listed candidates will be contacted for an interview.

Did you know? If you are currently an education student graduating this year, you can upload your documents as you receive them and still apply for this job posting.

REQUIRED APPLICATION DOCUMENTS

- BC Teaching Certificate (<http://teacherregulation.gov.bc.ca>)
- Resume
- Cover Letter
- Proof of Eligibility to Work in Canada (Canadian Birth Certificate, Canadian Citizenship Card, Permanent Residence, etc.)
- Baptismal Certificate (if applicable)
- Marriage Certificate (if applicable)
- University Transcripts (photocopy accepted)
- Most Recent Teacher Evaluation (if applicable)
- Two Recent Reference Letters (Professional & Character)
- Employee Declaration Form (<https://cisdv.bc.ca/employment-opportunities/>)
- Pastoral Reference (if Catholic) (<https://cisdv.bc.ca/employment-opportunities/>)

NOTE: For the Pastoral Reference (for Catholic Applicants) please download the form, provide to your Pastor for signing, and have them submit directly to info@cisdv.bc.ca

WHO WE ARE

The Catholic Independent Schools of the Diocese of Victoria (CISDV) operates 5 schools on Vancouver Island – 4 elementary and 1 high school. Our schools are located throughout Vancouver Island, near the best sites and attractions that Vancouver Island and British Columbia has to offer.

We are a **culturally diverse faith-based family**. We offer more than a place of work – we provide a call to your teaching vocation where you can work and live your faith in a supportive community.

We are a **vibrant school system** with many school and program expansion projects in the future. We offer spiritual and professional growth and mentorship opportunities for new teachers to help them with their transition into the CISDV.

WHY TEACH WITH THE CISDV

- Teach in a faith-based and culturally diverse school environment
- Classroom available upon hire. Not necessary to sit on TOC list
- Mentorship and opportunities for professional development
- Competitive salary and excellent Benefits Package as per collective agreement, including CPP, Extended Medical, Dental
- Schools located throughout Vancouver Island, close to the beauty and adventure that British Columbia has to offer
- If you live outside of Vancouver Island, learn more about [claiming moving expenses](#) on your next tax return on the Government of Canada website.

ABOUT



St. John Paul II is a school community, located in the beautiful Alberni Valley. Carved by glaciers, sheltered by mountains, the Alberni Valley is a remarkable ecosystem, protected by a number of communities working together and enjoying this amazing space. Discover old growth forest and west coast beaches, waterfalls and mountain views, to kiteboarding and mountain biking, to hiking and camping. We have so much to offer! Our quaint little school, encourages students to seek excellence in everything they do; in all aspects of their lives. We always seek continuous improvement and strive to be our “best selves.” St. John Paul II Catholic School is a diverse and inclusive faith-based learning community rooted in Scripture and the traditions of the Church. Our mission is to provide a safe and loving environment, which enables each child to develop spiritually, emotionally, socially, physically, intellectually, and artistically. We are called to celebrate and nurture the God-given talents of each student as we serve with excellence in the light of Christ.

“St. John Paul II is ‘the little school that could.’ It is a special place that has been built on relationships, dedication, and faith. Situated in the tight-knit ‘small-town’ community of Port Alberni, the school has been blessed with a dynamic and caring faculty, a supportive and active parent community, and a joyful and engaged student body. Framed by the beauty of Mt. Arrowsmith and the Beaufort Range, St. John Paul II is surrounded by many of the wonders of God’s Creation as lakes, rivers, forests, trails, and beaches are all readily accessible. St. John Paul II is an integral part of its community and to Island Catholics Schools as a whole and I feel most fortunate to be a contributing member and, as such, privy to the wonderful opportunities the school and community provide.” - Toban, Grade 3/4