



DISTRICT PRINCIPAL HUMAN RESOURCE SERVICES APPLICATION

CLOSING DATE & TIME: **FRIDAY, APRIL 27, 2018 @ 1:00PM**

Name: _____

Address: _____

Present position & location: _____

Business phone #: _____ Home Phone #: _____ Cell: _____

Email: _____

This application package must be complete in order to be reviewed by the Short-listing Committee. **Human Resources will screen out any package that is incomplete, lacks clear documentary evidence of qualifications, or does not reflect a high performance standard.**

Prior to completion of this package, please review [Regulation 2211](#) with particular attention to Section 2 of the "[Selection, Transfer, Assignment, Evaluation and Professional Growth of Principals](#)".

The following application checklist is provided to assist you. Please submit:

- Cover letter
 - Include a demonstrated immediate readiness for the posted position in relation to District Evaluation Criteria.
- Qualifications & Experience
 - State years of K-12 school teaching experience and level.
 - State years of administrative experience and level.
- List of three professional references
 - Include current immediate supervisor.
 - Include signed authorization for District to contact references in addition to those provided and authorize so contacted to release information to the District.

Please send package to:

Human Resource Services, Greater Victoria School District #61, 556 Boleskine Road, Victoria, BC V8Z 1E8

Or fax: 250-475-4113 / Email: hrs@sd61.bc.ca

Please do not bind or coil your application package.