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1. General

It is the policy at Lakehead District School Board (LDSB) that teacher hiring is conducted using fair and transparent procedures to engage a well-prepared, diverse, and qualified teacher workforce for the well-being and success of all students.

2. Procedures - General

These are the procedures for implementing the 7021 Teacher Hiring Policy. They articulate a fair, consistent, and transparent teacher hiring process and consider the following five key areas:

- Diversity, Equity and Human Rights;
- Qualifications and Merit;
- Employment Mobility;
- Fairness and Transparency; and
- Monitoring and Evaluation.

Promoting a fair process includes the commitment to examine, identify, and remove barriers for Indigenous peoples (First Nations, Métis and Inuit) and equity-seeking groups at each stage in the hiring process.

3. Hiring Procedures

To support a fair, consistent, and transparent process for candidates, the hiring process will include the following steps, while being mindful of collective agreement provisions.

- 3.1 Adhere to bona fide (legitimate) job requirements and qualifications, while following the requirements as outlined in R.R.O. 1990, Reg. 298 (Operation of Schools – General), when creating job postings.

following when developing the selection and evaluation criteria:

- 3.2.1 valuing applicants' demonstrated experience and commitment to creating a safe, inclusive, equitable, accessible, and high-

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3.2.2 providing the best possible program, as determined by the principal, and considering the applicants demonstrated:

3.2.2.3 [REDACTED]
teaching commitment;
experience or time spent in a particular school; and
x suitability for a particular assignment.

3.2.2.3 evaluating applicants on the basis of their experience, skills, backgrounds, lived and work experience; and
[REDACTED]

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To achieve and retain a representative workforce to meet the needs of diverse students, LDSB will also develop plans to:

- conduct a voluntary employee census and analyze the data to inform decision-making;
- conduct employment systems review to determine whether employment systems create discriminatory barriers; and
- develop a fairness in employment plan to address gaps or discriminatory barriers, including workplace culture, for a diverse and inclusive work environment.

5. Record Keeping

Hiring records will be kept for a minimum of one year from the hiring date of a specific position, in accordance with the LDSB Record Retention Schedule.

6. Review

These procedures shall be reviewed in accordance with 2010 Policy Development and Review Policy.

Cross Reference

7030 Human Rights and Workplace Harassment Policy

3100 Accessibility Policy

7021 Teacher Hiring Policy

7022