

We are always interested in receiving applications for people who want to substitute in our schools as substitute teachers and substitute support staff.

Substitute Teachers

If you are interested in applying for a position as a SUBSTITUTE TEACHER, we require all of the following documents **in one file as a PDF:**

- Resume
- Cover Letter
- Criminal Record Check
- Intervention Record Check from Alberta Child and Family Services
- Current Alberta Teaching Certification, and
- A TQS if applicable

Substitute Support Staff

If you are interested in applying for a SUBSTITUTE SUPPORT STAFF POSITION, we require all of the following documents **in one file as a PDF:**

- Resume
- Criminal Record Check
- Intervention Record Check from Alberta Child and Family Services

Please Note: We are always accepting applications for substitute Educational Assistants, Secretaries, Librarians, and Custodians. On your application, please indicate which positions you would be interested in substituting for.

Substitute Bus Drivers

If you are interested in being a substitute bus driver, please contact the Transportation Department at 403-653-4491.

Application Process

Please email a copy of this form and the documents listed above to **hr@westwind.ab.ca** **in one file as a PDF:** Applications that are missing one or more of the documents listed here will not be considered for substitute positions.

First Name	
Last Name	
Mailing Address	
Cell Phone Number	
Alternate Phone Number	
Email Address	