



## Teacher Request for Job Share

**IMPORTANT NOTE:**

All areas of this three-page form **must** be completed. Omissions will result in the form being returned to you. The deadline for the completed form to be submitted to the Director of Human Resources is **February 1**.

**Are you a permanent contract teacher with the SSRSB?** \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Professional #

\_\_\_\_\_  
Name of School

\_\_\_\_\_  
# of Years of Service

Qualifications: \_\_\_\_\_  
\_\_\_\_\_

Current Assignment: \_\_\_\_\_

1. Reason for job share request:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Proposed schedule for job share: [percentage and schedule, i.e. 50% working mornings]  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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3. Outline of expected benefits to students by the job share:

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4. Potential negative effects on students by the job share:

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5. Have you had a job share before? If so, when?

Yes \_\_\_\_\_

No \_\_\_\_\_

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

**NOTE: Principal's section on page 3 must be completed before submitting to the Director of HR.**

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**PRINCIPAL'S SECTION**

1. Comment on the benefits to students of this job share application.

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2. Comment on any concerns that you have with this job share as it relates directly with the students or with the overall deliver of the school program.

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3. Would the approval of this job share application have any negative effect on the school schedule?

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4. Do you recommend that this application for job share be approved?

Yes  No

Justification:

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\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

**PLEASE NOTE** that application must be submitted **on or before February 1 for a request for the next school year.**

Applications are to be submitted to:

Director of Human Resources  
South Shore Regional Centre for Education  
69 Wentzell Drive  
Bridgewater NS B4V 0A2