

**South Shore Regional Centre for Education
Human Resources**

Time Lines for Staffing 2019-2020

Round 1 – Administrative Positions

Please note that administrative positions will be posted only if there are vacant, unfilled, or term positions to be filled as of the posting date.

Posting on Web Site	Tuesday, April 30, 2019 – 5:00 PM
Closing	Monday, May 6, 2019 – Midnight
Approval	Friday, May 17, 2019

Posting on Web Site	Tuesday, May 21, 2019 – 5:00 PM
Closing	Monday, May 27, 2019 – Midnight
Approval	Friday, June 7, 2019

Posting on Web Site	Tuesday, June 11, 2019 – 5:00 PM
Closing	Monday, June 17, 2019 – 4:00 PM
Approval	Friday, June 28, 2019

Posting on Web Site	Tuesday, July 2, 2019 – 5:00 PM
Closing	Monday, July 8, 2019 – 4:00 PM
Approval	Wednesday, July 24, 2019

Posting on Web Site	Thursday, July 25, 2019 – 5:00 PM
Closing	Monday, July 29, 2019 – 4:00 PM
Approval	Monday, August 12, 2019

Posting on Web Site	Tuesday, August 13, 2019
Closing	Monday, August 19, 2019 – 4:00 PM
Approval	Friday, August 30, 2019

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Posting requests for all known vacant (permanent) and unfilled (100% term) positions are due to the Human Resources Department by Noon on May 6, 2019

Surplus teachers are identified and Surplus Teacher Declaration Forms completed and submitted to the Human Resources Department by Noon on Tuesday, May 7, 2019

Round 2 – Surplus Teachers

Suitable Positions provided to Surplus Teachers	Friday, May 10, 2019 – 4:00 PM
Surplus Teachers respond	Monday, May 13, 2019 – 4:00 PM
Surplus Teachers placed	Wednesday, May 15, 2019 – 4:00 PM

Round 3 – Teacher Initiated Transfers 1

Posting on Web Site	Thursday, May 16, 2019 – 5:00 PM
Closing	Tuesday, May 21, 2019 – Midnight
Approval	Monday, May 27, 2019 – 4:00 PM

Round 4 – Teacher Initiated Transfers 2

Additional Posting Requests due to Human Resources	Tuesday, May 28, 2019 – Noon
Posting on Web Site	Wednesday, May 29, 2019 – 5:00 PM
Closing	Tuesday, June 4, 2019 – 4:00 PM
Approval	Tuesday, June 11, 2019 – 4:00 PM

Round 5 – All remaining Permanent and Term positions-Job Fair for Term A and B Teachers- Friday June 21. Job Fair for remaining Term A and B plus Term C and D- June 22 (Permanent teachers who are appointed in this round will be appointed prior to the Job Fair and will not attend the Job Fair)

Additional Posting Requests due to Human Resources	Wednesday, June 12, 2019 at noon
Posting on Web Site	Thursday, June 13, 2019 – 5:00 PM
Closing	Monday, June 17, 2019 – 4:00 PM
Job Fair - Term A and B only	Friday, June 21, 2019 4 PM to 8:00 PM
Job Fair - Term A, B, C and D only	Saturday June 22, 2019 10:00 AM to 3:00 PM
Approval	Tuesday June 25, 2019– 4:00 PM

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Round 6 – Open (All remaining positions)

Additional Posting Requests due to Human Resources	Monday, June 24, 2019 - Noon
Posting on Web Site	Tuesday, June 25, 2019 – 5:00 PM
Closing	Monday, July 1, 2019 – 4:00 PM
Recommendations	Tuesday, July 9, 2019 - Noon
Approval	Thursday, July 11, 2019 – 4 PM

Round 7 – Open (All remaining positions)

Additional Posting Requests due to Human Resources	Thursday, July 11, 2019 - Noon
Posting on Web Site	Monday, July 15, 2019 – 5:00 PM
Closing	Sunday, July 21, 2019 – 11 PM
Recommendations	Monday, July 29, 2019 -10 AM
Approval	Tuesday, July 30, 2019 – 4 PM

Round 8 – Open (All remaining positions)

Additional Posting Requests due to Human Resources	Tuesday, July 30, 2019 – Noon
Posting on Web Site	Tuesday, July 30, 2019 – 5:00 PM
Closing	Monday, August 5, 2019 – 4:00 PM
Recommendations	Monday, August 12, 2019 – Noon
Approval	Wednesday, August 14, 2019 – 4 P.M.