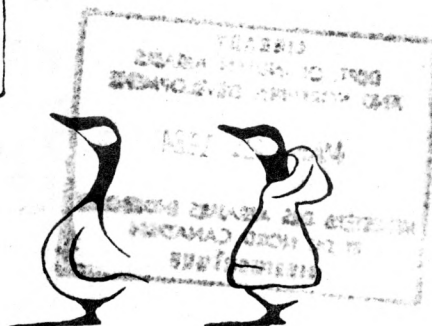
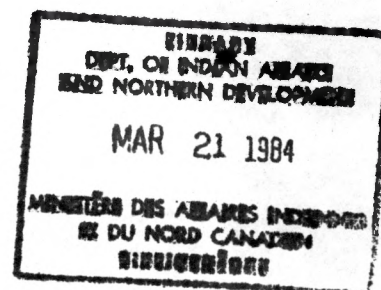
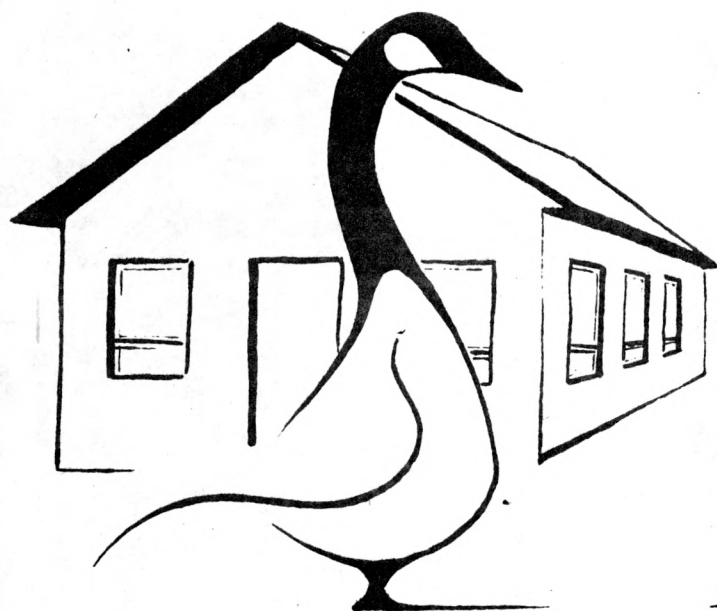


Canada. Dept. of Indian Affairs and
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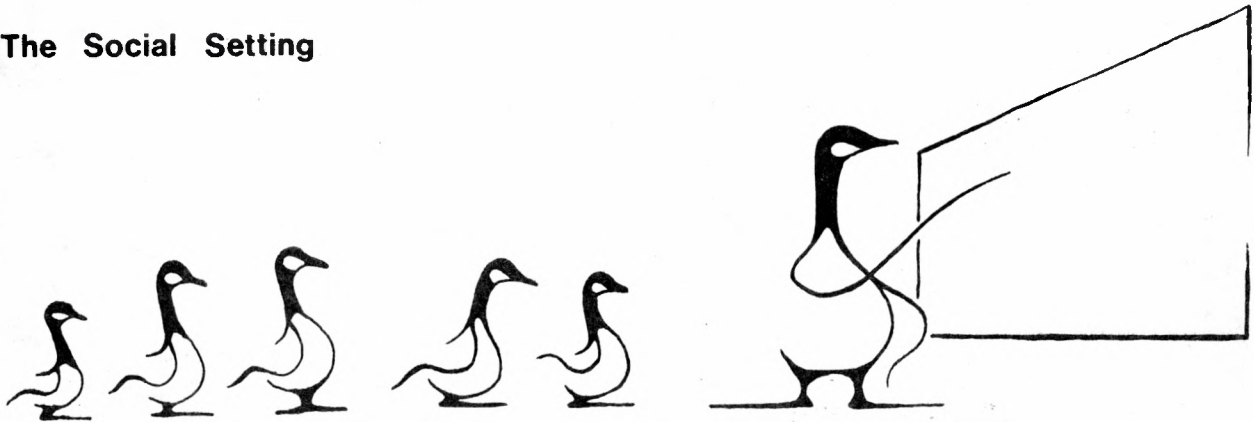
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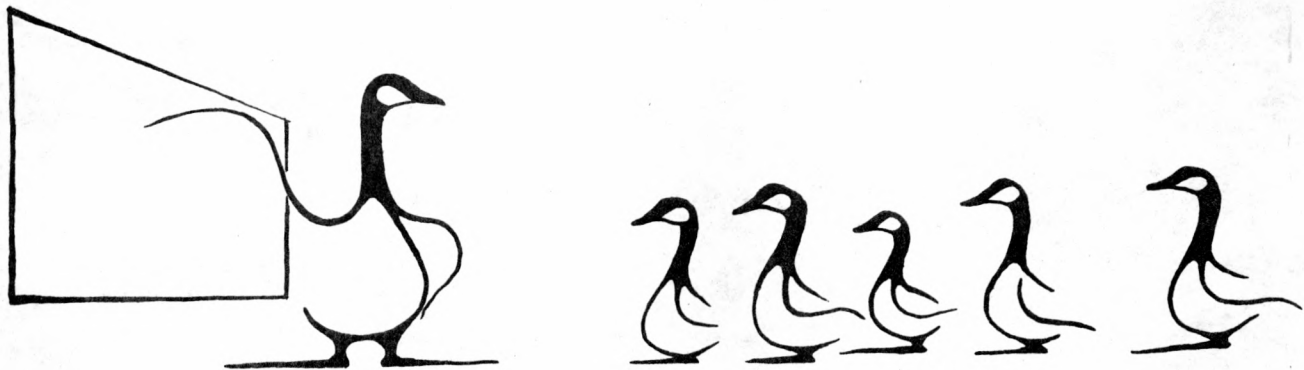
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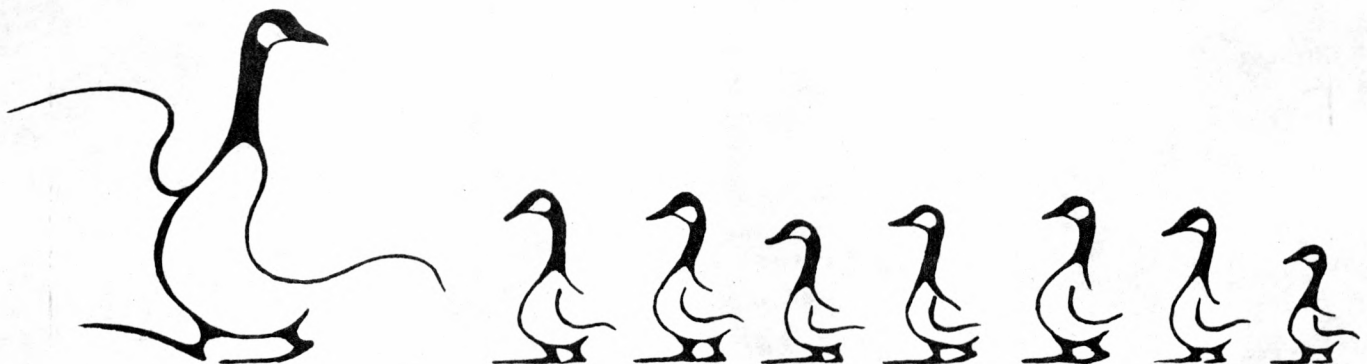


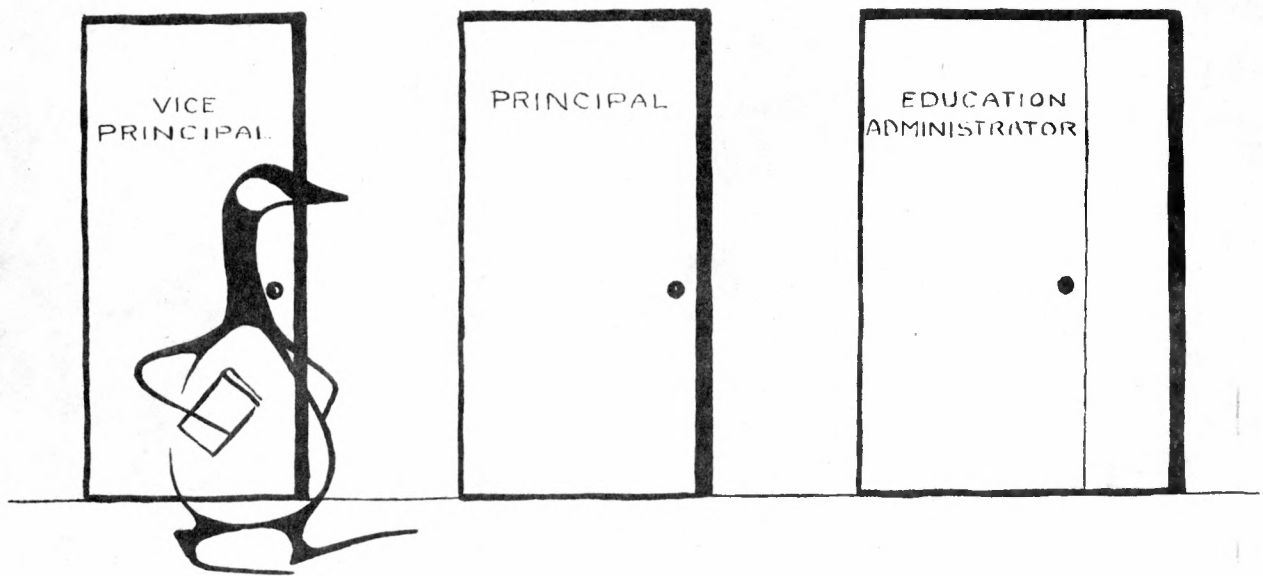
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The salary grid for federal teachers varies with each region and is similar to the provincial salary grids. It is based on an education/experience grid (see Appendix A).

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The education/experience grid is used to arrive at salaries for classroom teachers. Principals and assistant principals are paid the following allowances in addition to the salary on the grid:

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Basic administrative allowance of \$275 plus supervisory allowances based on the number of teachers and teacher aides supervised.

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From 1 - 12	\$140
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Assistant principals are paid at one-half of the administrative and supervisory rates for principals in accordance with the number of teachers and teacher aides the assistant principal supervises.

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(As established by Treasury Board)

1. Environment Allowance: From \$50 to \$200 per month. Environment allowance is payable whenever a location is considered to be sufficiently remote to be classified as isolated. This determination is based mainly on population and climate, with rates varying according to the degree of isolation and marital status of the employee.
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The following are typical monthly deductions: (from the province of Ontario)

(1) Hospital, Medical and Surgical Coverage

Teachers employed in federal schools in Ontario pay into the Ontario Health Insurance Plan (OHIP) which provides standard ward hospital care and also medical and surgical coverage including visits to the doctor's office as well as house calls. This plan is mandatory for all federal teachers employed in Ontario. An employee who is insured by his/her spouse must complete and sign an exemption form (OHIP-108) indicating the certificate number under which the coverage is held.

Monthly payroll deductions are as follows:

	<u>Employee Contribution</u>	<u>Government Contribution</u>	<u>Total</u>
Single	\$ 5.50	\$ 5.50	\$11.00
One dependent:	11.00	11.00	22.00
More than one dependent:	10.32	11.68	22.00

Semi-private hospital coverage is available through Blue Cross, if desired, with additional monthly deductions of:

Single: \$1.00

Family: \$2.00

Similar health plans are available to federal teachers employed in most other provinces.



(2) Disability Insurance

When an employee becomes disabled and is unable to work, disability insurance pays 70 per cent of the adjusted monthly salary at a cost of 10 cents a month for each \$250 of annual salary. This plan is mandatory for all full-time continuing employees. Deductions are automatic; no forms are required.

(3) Superannuation

All teachers employed become eligible for pension after five years or more of pensionable service and upon reaching the age of 60.

Deductions are made from salaries for superannuation purposes.

Participation in the superannuation plan is mandatory from commencement of employment.

Male employees pay $6\frac{1}{2}$ per cent of their salary, and female employees pay 5 per cent with the government matching the employee's contributions. The maximum period for which employees can contribute is 35 years. Employees may, if they wish, elect to pay contributions to cover certain types of other pensionable employment prior to joining the Public Service in order to increase the amounts of their pensions. The District Personnel Office can advise on which types of previous employment are pensionable under the Public Superannuation Act.

An additional deduction of .5 per cent is made for supplementary retirement benefit.

On leaving the Public Service prior to reaching retirement age, teachers may withdraw the contributions they have made to the fund. Those who have had at least five service may, if they wish, leave their contributions in the fund, and on attaining the age of 60 years, or if they become disabled or incapacitated before reaching the age of 60, they will receive superannuation benefits.

On retirement, superannuation payments, for those who have reached retirement age, are arrived at by taking two per cent of the average salary for the last or best six years of service and multiplying by the number of years service up to and including 35.

(4) Group Supplementary Medical Insurance Plan

Group Supplementary Medical Insurance Plan (G.S.M.I.P.) is available for employees desiring such coverage and provides additional hospital and other benefits over and above those provided by O.H.I.P. and Blue Cross.

Monthly Deductions are as follows:

	<u>Hospital Coverage</u>	<u>Supplementary Medical Coverage</u>	<u>Total</u>
Single:	\$.12	\$.68	\$.80
Family:	.33	1.88	2.21
Overage dependent: (Children 21-24)	.24	1.36	1.60

(5) Income Tax

According to prevailing scale.

(6) Death Benefit

Ten cents a month for each \$250 of salary.

(7) At locations where government housing is provided, the following deductions may also be made:

Basic rent: from \$45 to \$110 per month, (except in a few locations where the rent is higher for much larger houses)
(based on an assessment by another government agency).

Use of Furniture: a monthly charge of \$5.00

Utilities: the rate for use of utilities is never in excess of \$21 a month.

NOTE: If accommodation is shared, the above rates are shared proportionately.



Fringe Benefits

Leave of absence falls into the following main categories:

- Sick leave
- Special leave
- Leave without pay
- Educational leave

Sick Leave

All teachers accumulate sick leave, to no specified maximum, at the rate of one and one-quarter days for each calendar month in which they receive at least 10 days pay. Sick leave also accumulates in July and August, providing the teacher intends to continue in the employment of the Department. If a teacher is absent for more than three consecutive days on sick leave, or has used seven days sick leave without a medical certificate during the course of the school year, any further application for sick leave must be accompanied by a medical certificate on a prescribed form. In isolated areas, transportation may be paid by the Department if emergency medical or dental treatment is necessary and cannot be obtained locally.



Special Leave

Special leave with pay may be granted, up to a specified maximum, for certain designated causes such as illness in the family, death in the family, quarantine, etc. Special leave credits accumulate at the rate of:

- 1) one-half day for each calendar month in which the employee receives at least 10 days pay or
- 2) one-quarter day for each calendar

month in which the employee receives pay, but for less than 10 days.

Again, special leave credits accumulate during July and August providing the teacher returns to duty in the following September.

No employee may, at any time, have more than 25 days of special leave to his credit. As credits are used, however, they may continue to be earned up to a specified maximum. Special leave with pay may be granted only on the submission of a written application from the employee setting forth, in detail, why such leave is being requested. In all cases of illness in the family in excess of three days, a medical certificate must be furnished. Such leave is not normally granted during the first six months of service.

Leave Without Pay

Leave without pay may be granted under appropriate circumstances, provided the interest of the Department is served, or as a necessary extension of sick leave.

Education Leave

Teachers may be granted Education Leave for varying periods of up to one year to attend a recognized institution for additional or special training in some field of education closely related to their work. Teachers on such leave will receive allowances in lieu of salary, equivalent to not less than 50 per cent of their basic salary and may also be reimbursed for the cost of books, tuition and travel once during the year to and from the training centre. Prior to commencement of this leave, however, teachers must sign an agreement to return to the Department for a period of not less than twice the period of the leave granted.

All other types of leave are granted in accordance with the Public Service Regulations.

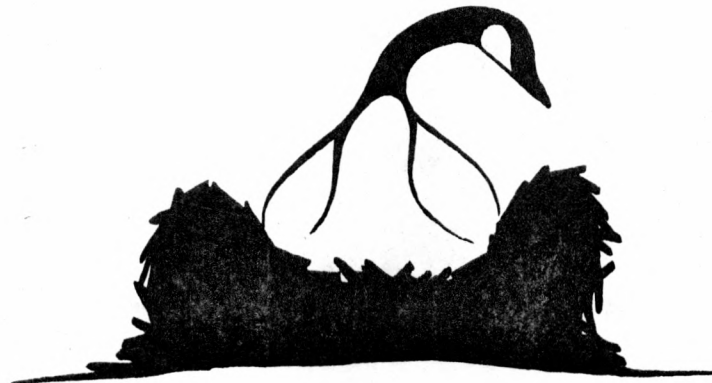
Designated Holidays

An employee on a 10-month work year is entitled to such designated holidays as are observed by the school boards of the province worked in.

Living Accommodation

In some places, it is convenient for teachers to live off the reserve in private residences and commute daily to and from school. However, if conditions do not permit this, accommodation is provided by the Federal Government and usually consists of three-bedroom houses, two-bedroom apartments and bachelor units. Dishes and cooking utensils are supplied but radios, record players, sewing machines and linens are not. Since housing is limited, adequate accommodation for teachers with large families is usually not available.

It should be noted that the Federal Government does not carry insurance on Crown-owned property nor does it accept any responsibility for losses of property or goods owned by its employees. Insurance covering personal household effects, if desired, should be arranged by the individual through a private firm.

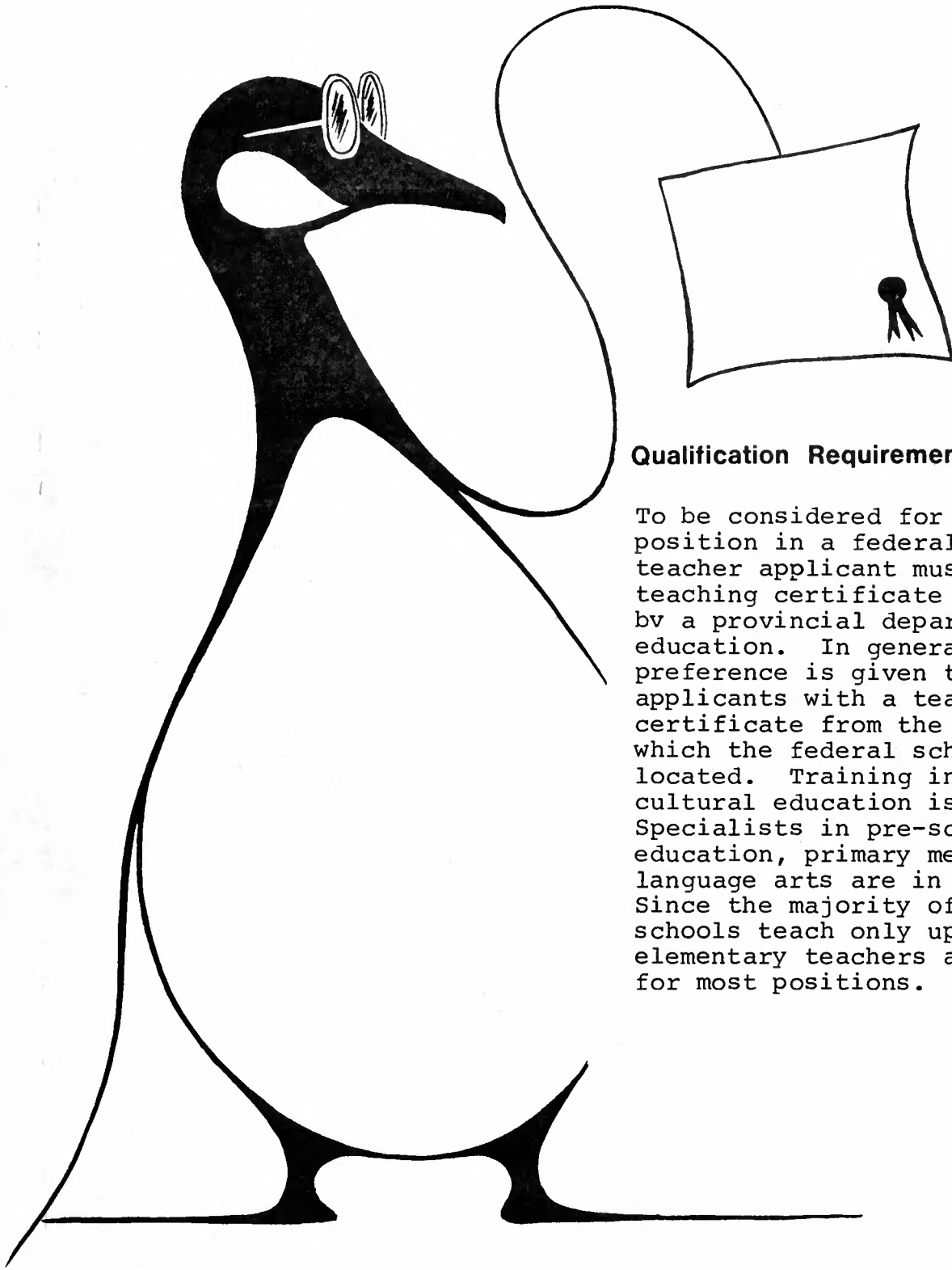


Travel and Removal Expenses

Transportation and removal costs, from specific points of departure to place of employment, are paid to teachers posted to isolated areas.

Holiday Transportation Costs

The Department pays part of the cost for teachers, who are employed at locations designated as isolated posts under the Isolated Posts Regulations, to travel to and from the point of departure (see Travel and Removal Expenses) for the annual summer vacation period. A single teacher must pay the first \$50 himself; a married employee must pay the first \$85 of the total costs for himself and his dependents. Such transportation costs are not paid by the Department in the same fiscal year as removal expenses.



Qualification Requirements

To be considered for a teaching position in a federal school, a teacher applicant must have a teaching certificate recognized by a provincial department of education. In general, preference is given to applicants with a teaching certificate from the province in which the federal school is located. Training in inter-cultural education is an asset. Specialists in pre-school education, primary methods and language arts are in demand. Since the majority of federal schools teach only up to Grade 8, elementary teachers are needed for most positions.

How to Apply for a Position

Two copies of the application form should be completed and returned immediately to the appropriate Regional Staffing Officer, Department of Indian and Northern Affairs.

The name and full address of previous school superintendents should be shown on the application forms. Applicants should, attach copies of inspection reports, if available.

Upon receipt of the completed applications, references are checked, and arrangements are made to interview suitable applicants. Applicants chosen for interview will be notified of the time and location of the interview by letter. The Department does not assume responsibility for any expenses incurred by applicants in connection with interviews. At the interview, the applicant has an opportunity to enquire further about available positions and about living conditions.

The Indian and Eskimo Affairs Program welcomes your interest and invites your participation. We look forward to hearing from you further.



Drawings by Benjamin Chee Chee

REGIONAL SUPERINTENDENTS OF PERSONNEL

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
P.O. Drawer 160,
Amherst, Nova Scotia
B4H 3Z3

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
C.P. 8300,
Quebec, P.Q.
G2Z 4C7

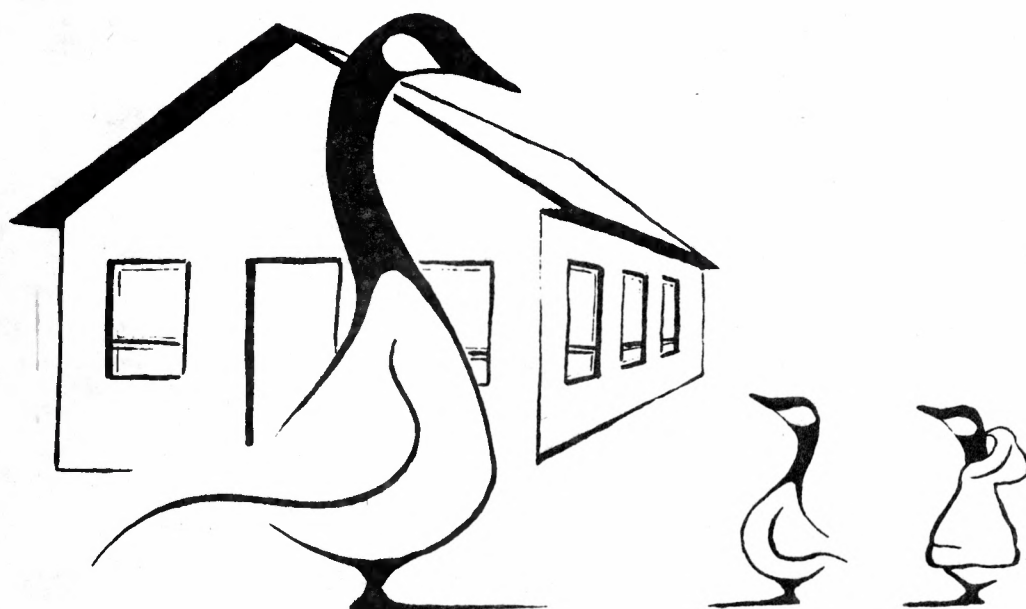
Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
55 St. Clair Avenue East,
Toronto, Ontario
M4T 2P8

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
275 Portage Avenue,
Room 1100,
Winnipeg, Manitoba
R3B 3A3

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
Woodbine Place,
2332 - 11th Ave.,
Regina, Saskatchewan
S4P 2G7

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
9942 - 108 Street,
Edmonton, Alberta
T5K 2J5

Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
P.O. Box 10061,
Pacific Centre Ltd.,
700 West Georgia Street,
Vancouver, B.C.
V7Y 1C1



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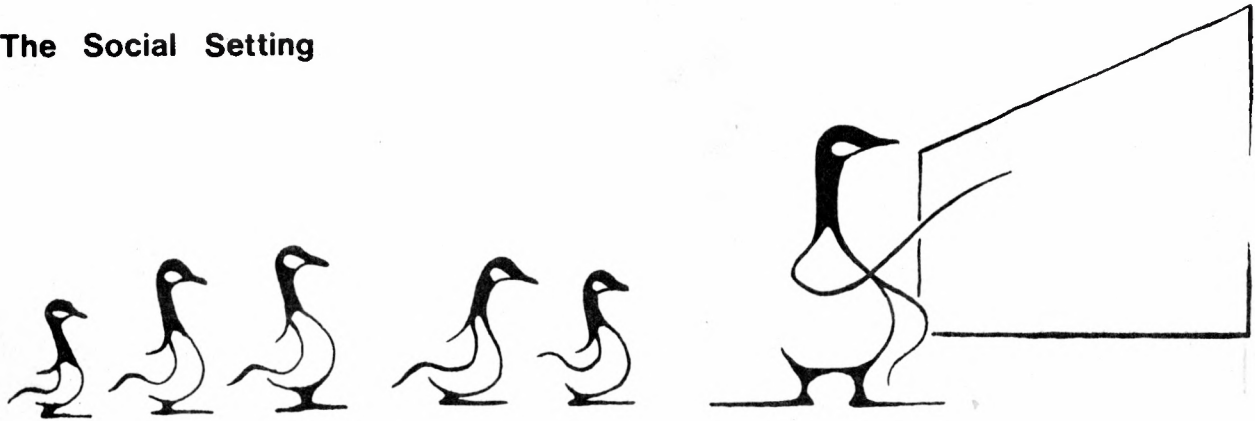
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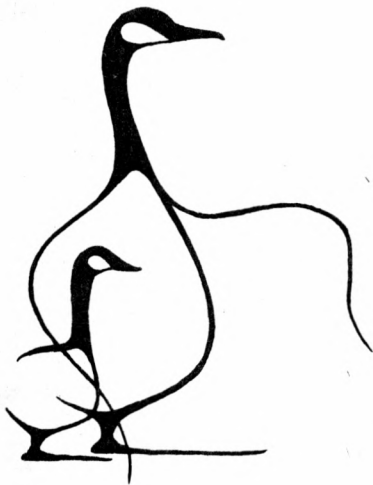
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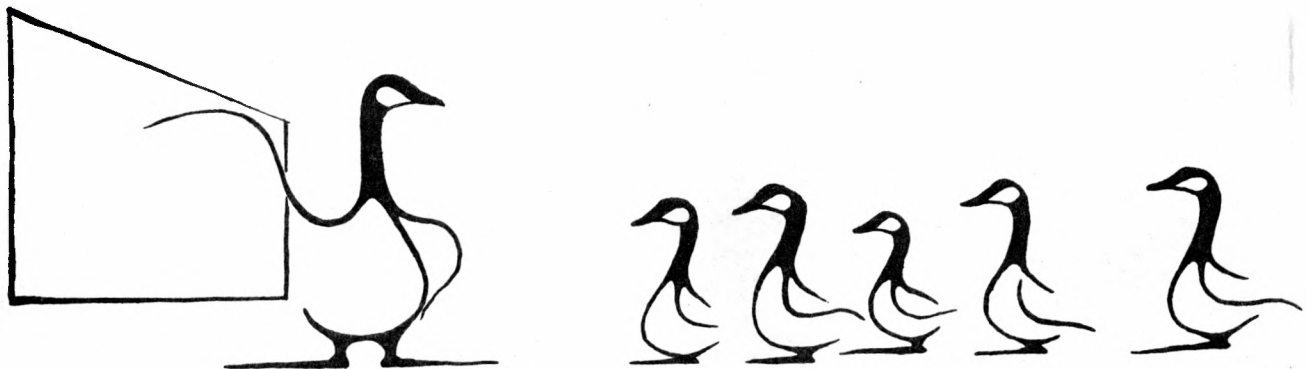
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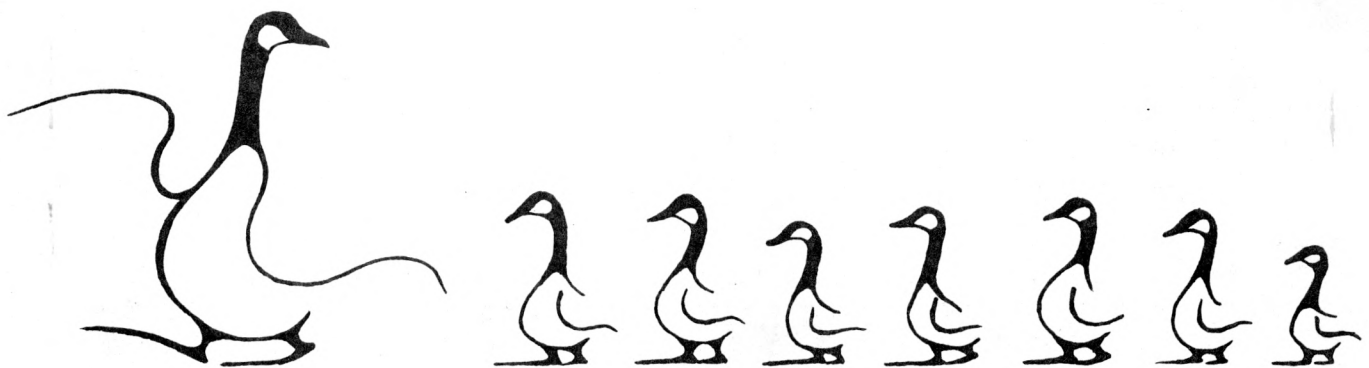


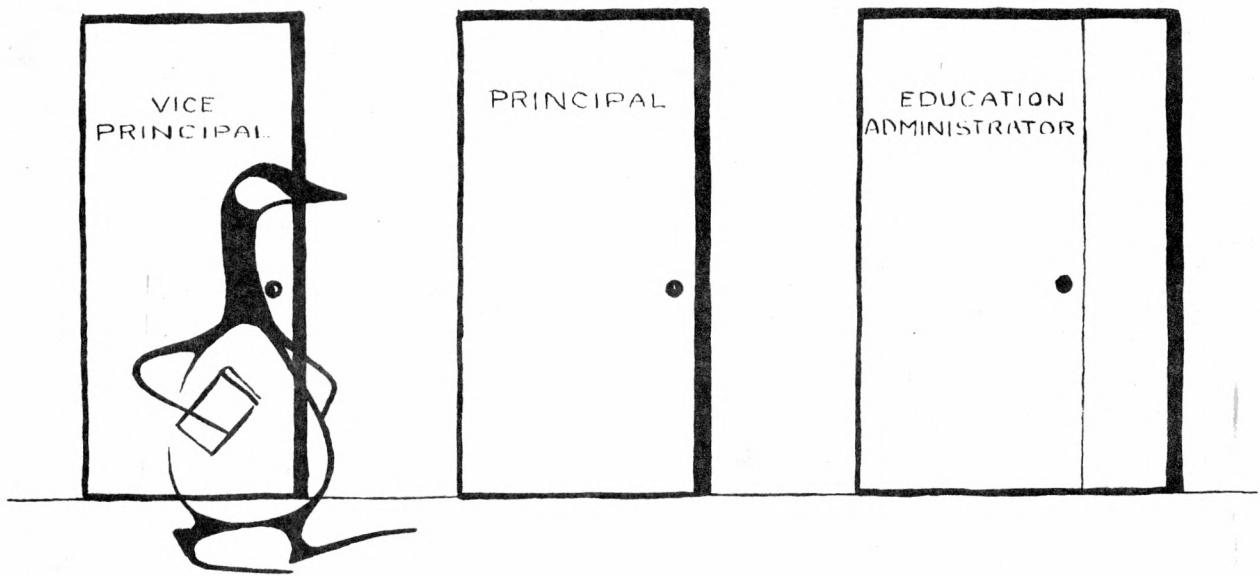
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	<u>Hospital Coverage</u>	<u>Supplementary Medical Coverage</u>	<u>Total</u>
Single:	\$.12	\$.68	\$.80
Family:	.33	1.88	2.21
Overage dependent: (Children 21-24)	.24	1.36	1.60

(5) Income Tax

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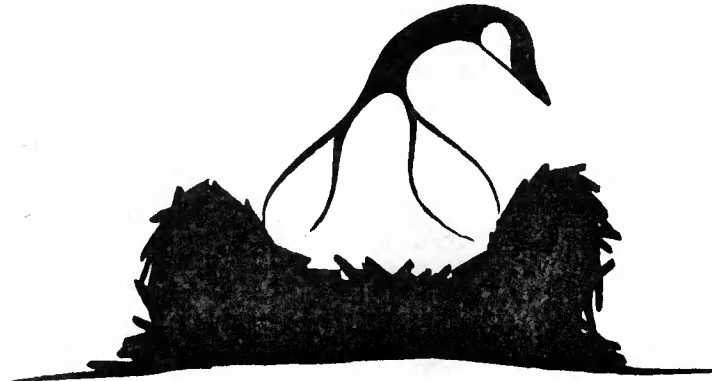
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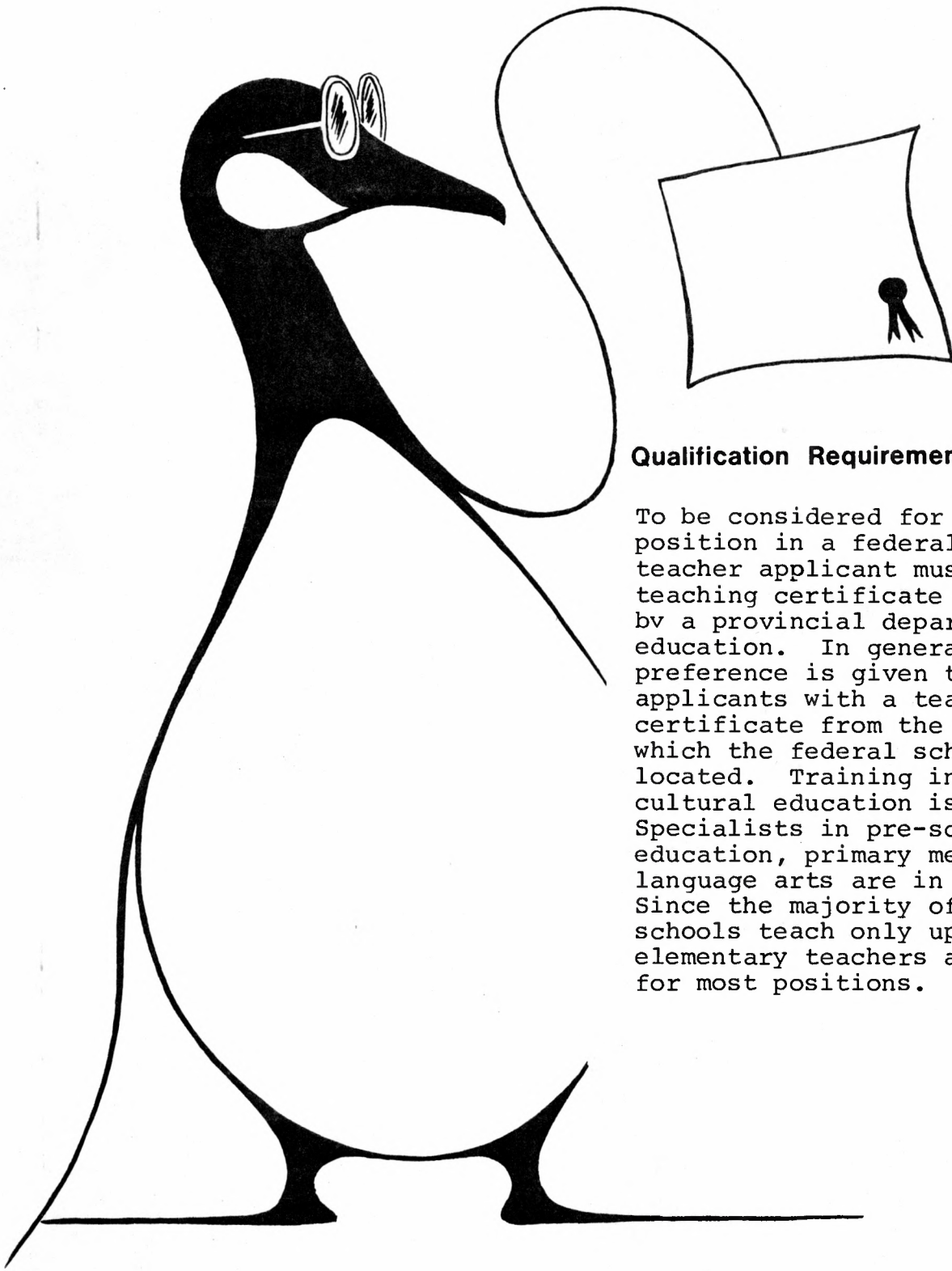


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The Indian and Eskimo Affairs Program welcomes your interest and invites your participation. We look forward to hearing from you further.



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Quebec, P.Q.
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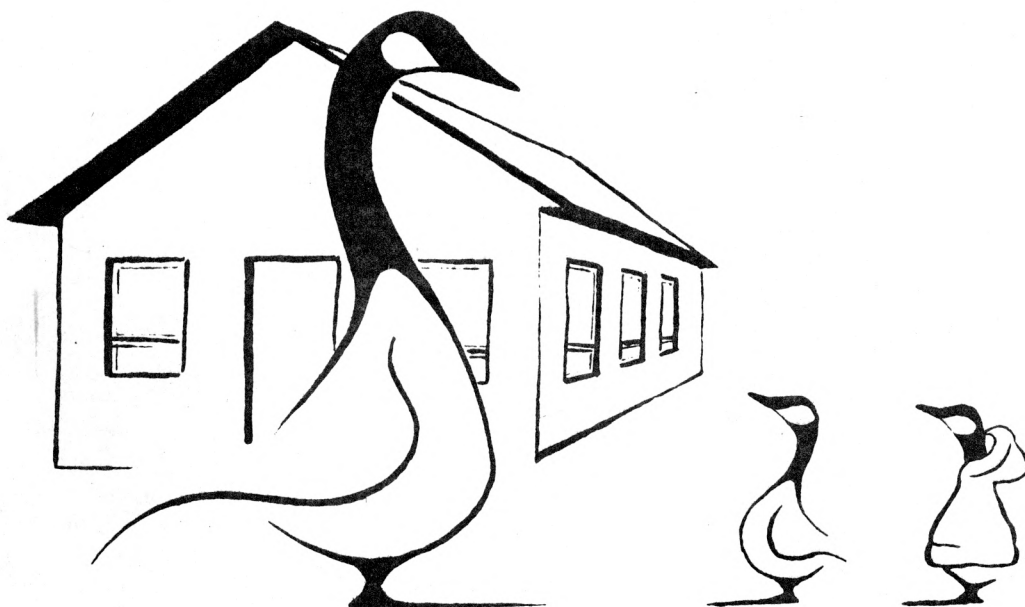
Regional Superintendent of Personnel,
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55 St. Clair Avenue East,
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Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
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Regional Superintendent of Personnel,
Indian and Eskimo Affairs Program,
P.O. Box 10061,
Pacific Centre Ltd.,
700 West Georgia Street,
Vancouver, B.C.
V7Y 1C1



Teaching is Learning and Discovery

Teaching Indian children is learning and discovery in a very unique way - for teachers as well as students. The teacher from a non-Indian background who moves into an Indian community is coming into contact with, learning and discovering, a new and specialized world. The Indian children are coming into contact with a much wider world, one not yet encountered within the context of their particular environment. Learning and discovery on both sides. An encounter of two cultures. An exchange.

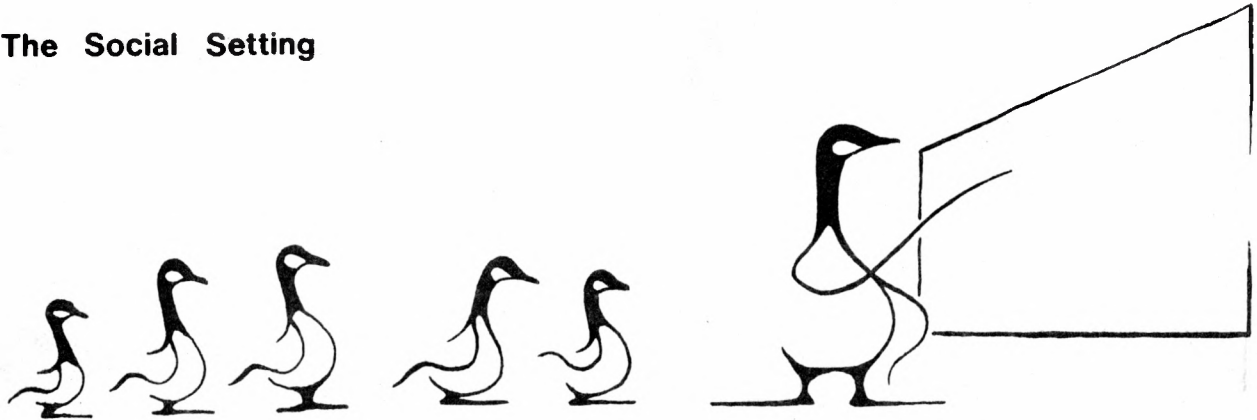
Teaching with a difference.

We welcome your interest and your enthusiasm.

We offer you an opportunity to put to use your creativity, imagination, initiative and leadership qualities in a special setting; an experience of personal growth and career development that is stimulating and challenging.

If you feel you have something to give and a lot to learn from a teaching experience in an Indian school, then we would like to hear from you further. Keep in mind that the challenges are greater - but then, so are the rewards.

The Social Setting



The role of teachers in an Indian community goes far beyond the normally accepted role of a teacher in an urban setting. These teachers tend to become an integral part of the community in which they function. Their leadership qualities could be instrumental in the development of the community and its residents.

The teacher's sensitivity will allow the development of meaningful relationships with confreres and the participation in their social life. Students and their families will be appreciated in their Indian context and the importance and reality of that context realized.



Schools range in size from one to 26 classrooms and are usually modern, well-equipped, and are located on a reserve. They may be near large urban communities or in isolated area in the north where the teacher is the only non-native person, travel is by plane and postal service twice-weekly. Modern and comfortable accommodation is generally provided by the government at moderate cost, and the teacher enjoys the benefits of being a federal government employee.

About the Program

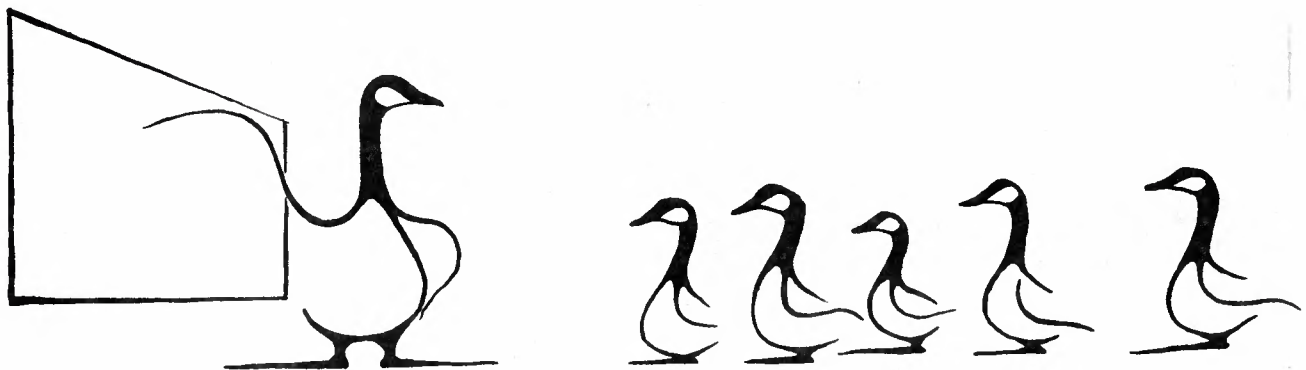
The Indian and Eskimo Affairs Program is one of the main programs of the Department of Indian and Northern Affairs. It comprises three branches - Education, Community Affairs and Economic Development. The common aim of these branches is to advise and provide consultative services to the Indian bands and Inuit Settlement Councils as they develop their autonomy in a united Canada.

The Department accepts the policy paper prepared by the National Indian Brotherhood which states the objectives of Indian Education:

"What we want for our children can be summarized very briefly:

- to reinforce their Indian identity;
- to provide the training necessary for making a good living in modern society."

These goals can best be achieved through "Indian Control of Indian Education". The Department supports this policy and it is now possible for Indian Bands or Inuit (Eskimo) Settlement Councils (in Northern Quebec) to assume total or partial control of all education programs and services, or to provide local involvement in the management of the school and courses of studies it offers.

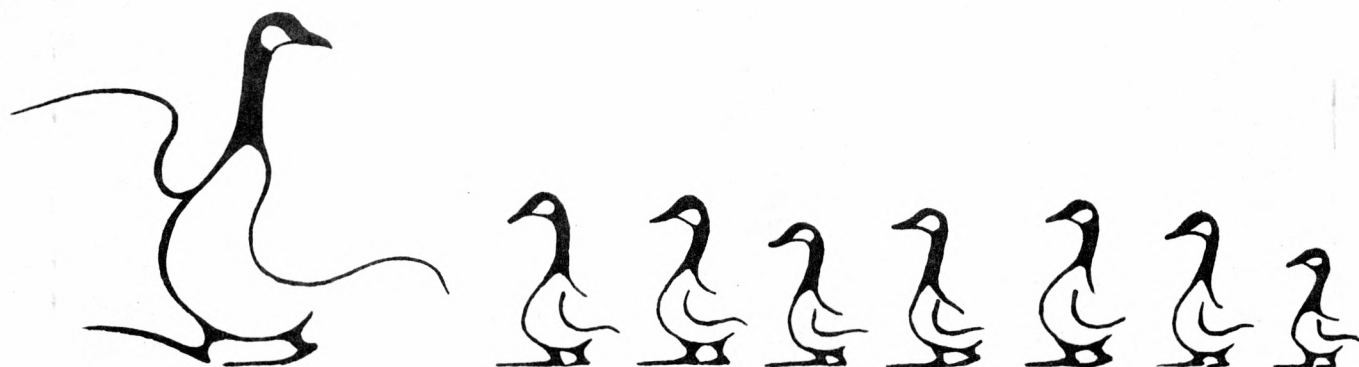


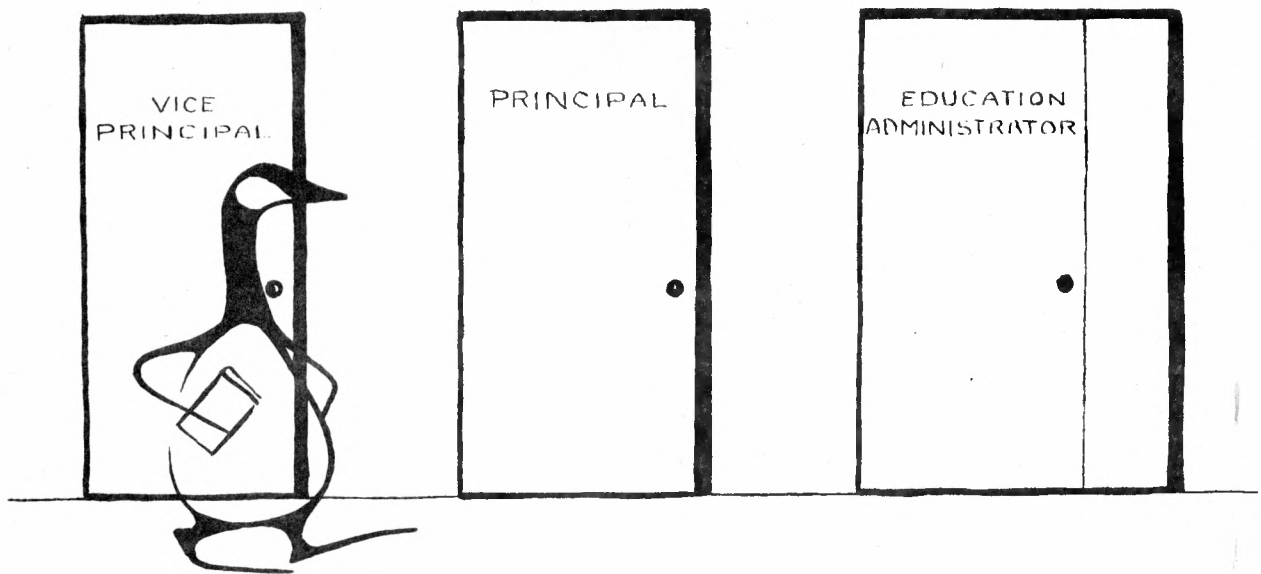
The School Program

In many respects the program in federal schools is similar to the program in effect in schools under provincial jurisdiction: the curriculum (with appropriate adaptations) is the same as that followed in the province in which the federal school is located; the school year is the same; the same official school holidays are observed, and the standards of instructions are expected to be at least as high as those which prevail in provincial schools. Yet there are differences. In many federal schools, native teaching assistants (teacher aides) are employed to assist Indian pupils with any of their learning problems and to help them maintain their cultural identity. Native language teachers are employed in some schools to help pupils retain or improve their native language, and native social counsellors are employed to serve as a link between the home and the school, particularly with respect to the improvement of school attendance and retention.

Since most federal schools are smaller than their provincial counterparts, only a few offer instruction beyond Grade 8. (Indian children, who complete Grade 8, normally attend a school under provincial jurisdiction in a nearby larger community. Where the distance to the nearest high school is too great to commute, the Department of Indian and Northern Affairs will pay the cost of maintaining pupils in boarding homes or student residences. Tuition and other costs are also paid.

Federal schools are visited once or twice each year by local district superintendents of education or provincial school inspectors. Such visits involve an element of evaluation of the teacher's performance, but the main emphasis is on providing constructive professional assistance to the teacher.





Professional and Personal Development

From a professional point of view, excellent promotion opportunities exist for ambitious and energetic teachers. Positions for vice-principals, principals and education administrators are filled through promotion from within the Department.

From a personal development point of view there is, of course, the whole experience of living in a new cultural setting; and from the early days of Departmental orientation to the end of the school year there is much growing and learning to be done.

Salaries and Allowances

Salaries: Salaries for employees in the teaching group on a 10-month work year (teachers, principals and vice-principals) are quoted on an annual basis. Employees in this group are paid twice monthly, on the 15th and on the last day of the month. For the convenience of employees on strength at the commencement of the school year, the annual salary is divided into 12 equal parts with all deductions made equally from each part. The 11th part is made in one payment in July and the 12th part is made in one payment in August in line with the terms of the collective agreement.

The salary grid for federal teachers varies with each region and is similiar to the provincial salary grids. It is based on an education/experience grid (see Appendix A).

Allowances for Principals and Assistant Principals

The education/experience grid is used to arrive at salaries for classroom teachers. Principals and assistant principals are paid the following allowances in addition to the salary on the grid:

1. Principals

Basic administrative allowance of \$275 plus supervisory allowances based on the number of teachers and teacher aides supervised.

<u>Number Supervised</u>	<u>Allowance for each teacher or teacher aides supervised</u>
From 1 - 12	\$140
From 13 or more	\$100

2. Assistant Principals

Assistant principals are paid at one-half of the administrative and supervisory rates for principals in accordance with the number of teachers and teacher aides the assistant principal supervises.

Isolation Allowance

(As established by Treasury Board)

1. Environment Allowance: From \$50 to \$200 per month. Environment allowance is payable whenever a location is considered to be sufficiently remote to be classified as isolated. This determination is based mainly on population and climate, with rates varying according to the degree of isolation and marital status of the employee.
2. Cost of Living Allowance: From \$30 to \$150 a month. This allowance is payable at isolated locations where abnormally high prices for food and other goods and services prevail. The rate of the allowance depends on marital status and degree of isolation.

Deductions from Salary

The following are typical monthly deductions: (from the province of Ontario)

(1) Hospital, Medical and Surgical Coverage

Teachers employed in federal schools in Ontario pay into the Ontario Health Insurance Plan (OHIP) which provides standard ward hospital care and also medical and surgical coverage including visits to the doctor's office as well as house calls. This plan is mandatory for all federal teachers employed in Ontario. An employee who is insured by his/her spouse must complete and sign an exemption form (OHIP-108) indicating the certificate number under which the coverage is held.

Monthly payroll deductions are as follows:

	<u>Employee Contribution</u>	<u>Government Contribution</u>	<u>Total</u>
Single	\$ 5.50	\$ 5.50	\$11.00
One dependent:	11.00	11.00	22.00
More than one dependent:	10.32	11.68	22.00

Semi-private hospital coverage is available through Blue Cross, if desired, with additional monthly deductions of:

Single: \$1.00

Family: \$2.00

Similar health plans are available to federal teachers employed in most other provinces.



(2) Disability Insurance

When an employee becomes disabled and is unable to work, disability insurance pays 70 per cent of the adjusted monthly salary at a cost of 10 cents a month for each \$250 of annual salary. This plan is mandatory for all full-time continuing employees. Deductions are automatic; no forms are required.

(3) Superannuation

All teachers employed become eligible for pension after five years or more of pensionable service and upon reaching the age of 60.

Deductions are made from salaries for superannuation purposes.

Participation in the superannuation plan is mandatory from commencement of employment.

Male employees pay $6\frac{1}{2}$ per cent of their salary, and female employees pay 5 per cent with the government matching the employee's contributions. The maximum period for which employees can contribute is 35 years. Employees may, if they wish, elect to pay contributions to cover certain types of other pensionable employment prior to joining the Public Service in order to increase the amounts of their pensions. The District Personnel Office can advise on which types of previous employment are pensionable under the Public Superannuation Act.

An additional deduction of .5 per cent is made for supplementary retirement benefit.

On leaving the Public Service prior to reaching retirement age, teachers may withdraw the contributions they have made to the fund. Those who have had at least five service may, if they wish, leave their contributions in the fund, and on attaining the age of 60 years, or if they become disabled or incapacitated before reaching the age of 60, they will receive superannuation benefits.

On retirement, superannuation payments, for those who have reached retirement age, are arrived at by taking two per cent of the average salary for the last or best six years of service and multiplying by the number of years service up to and including 35.

(4) Group Supplementary Medical Insurance Plan

Group Supplementary Medical Insurance Plan (G.S.M.I.P.) is available for employees desiring such coverage and provides additional hospital and other benefits over and above those provided by O.H.I.P. and Blue Cross.

Monthly Deductions are as follows:

	<u>Hospital Coverage</u>	<u>Supplementary Medical Coverage</u>	<u>Total</u>
Single:	\$.12	\$.68	\$.80
Family:	.33	1.88	2.21
Overage dependent: (Children 21-24)	.24	1.36	1.60

(5) Income Tax

According to prevailing scale.

(6) Death Benefit

Ten cents a month for each \$250 of salary.

(7) At locations where government housing is provided, the following deductions may also be made:

Basic rent: from \$45 to \$110 per month, (except in a few locations where the rent is higher for much larger houses)
(based on an assessment by another government agency).

Use of Furniture: a monthly charge of \$5.00

Utilities: the rate for use of utilities is never in excess of \$21 a month.

NOTE: If accommodation is shared, the above rates are shared proportionately.



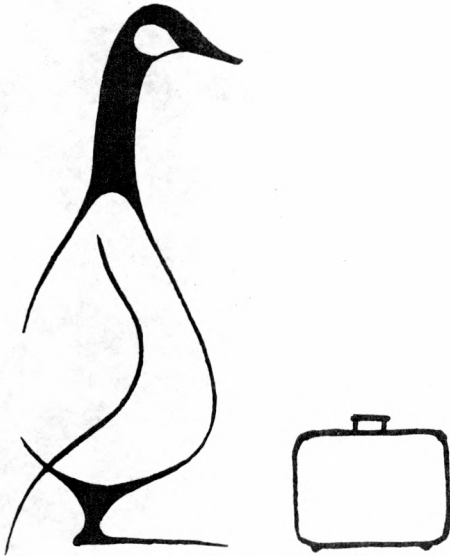
Fringe Benefits

Leave of absence falls into the following main categories:

- Sick leave
- Special leave
- Leave without pay
- Educational leave

Sick Leave

All teachers accumulate sick leave, to no specified maximum, at the rate of one and one-quarter days for each calendar month in which they receive at least 10 days pay. Sick leave also accumulates in July and August, providing the teacher intends to continue in the employment of the Department. If a teacher is absent for more than three consecutive days on sick leave, or has used seven days sick leave without a medical certificate during the course of the school year, any further application for sick leave must be accompanied by a medical certificate on a prescribed form. In isolated areas, transportation may be paid by the Department if emergency medical or dental treatment is necessary and cannot be obtained locally.



Special Leave

Special leave with pay may be granted, up to a specified maximum, for certain designated causes such as illness in the family, death in the family, quarantine, etc. Special leave credits accumulate at the rate of:

- 1) one-half day for each calendar month in which the employee receives at least 10 days pay or
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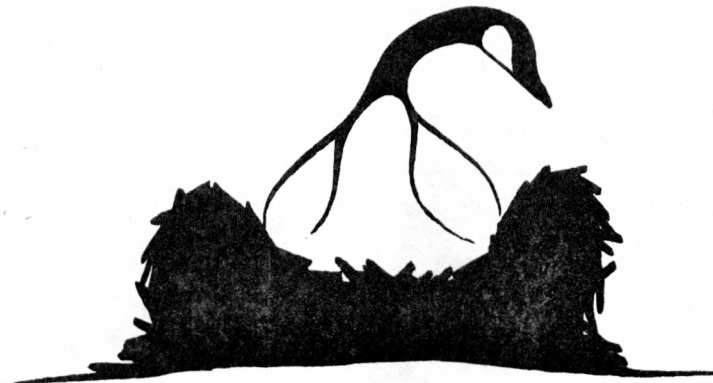
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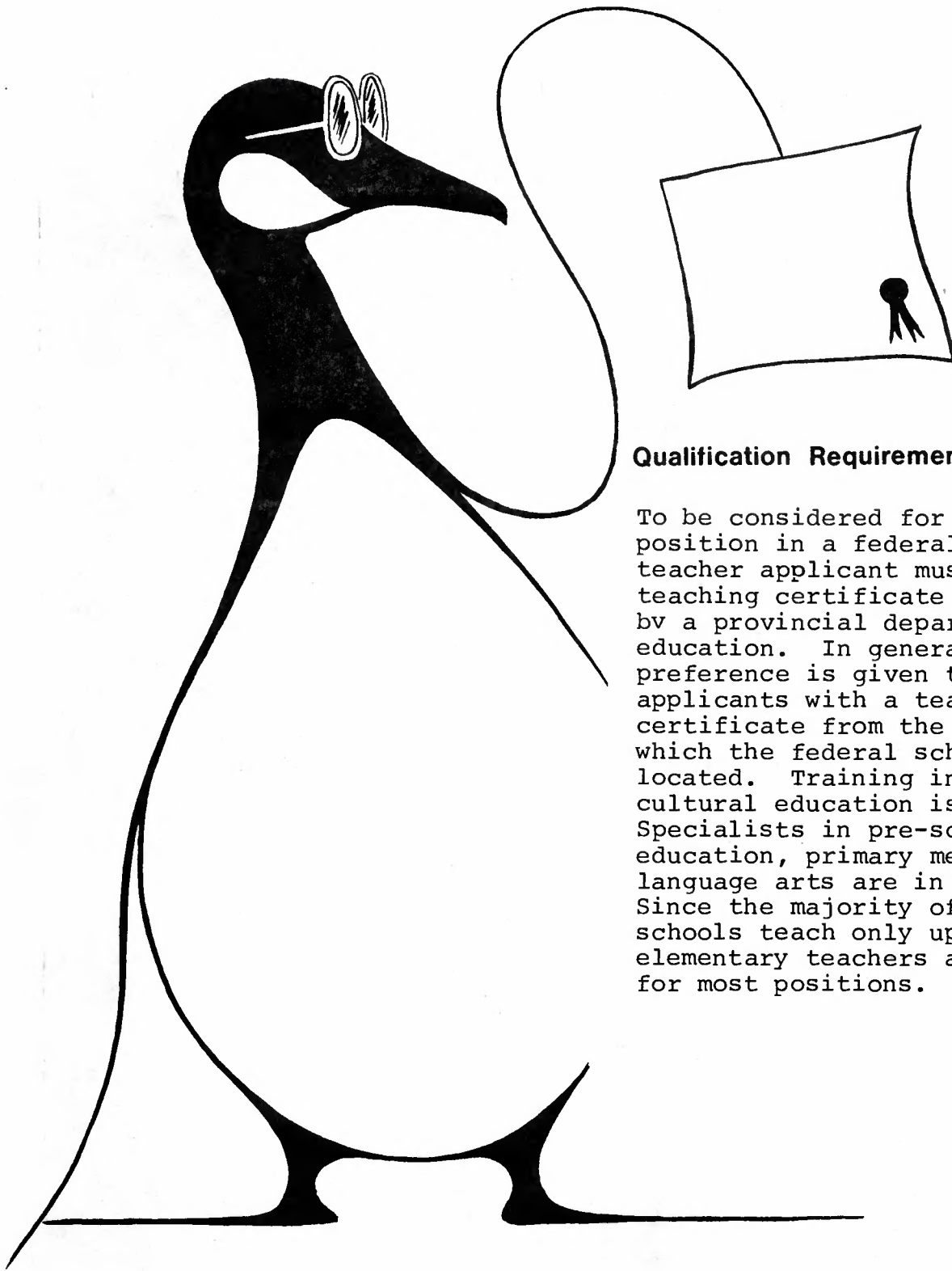


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