

## **EMPLOYMENT POLICIES FOR ACADEMIC APPOINTMENTS**

**The University of Toronto Schools (UTS) is an independent school affiliated with the University of Toronto. As part of the University community UTS is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.**

Teachers hired to continuing positions at UTS must be members in good standing of the Ontario College of Teachers and should hold Intermediate/Senior qualifications in the subject area specified. Honours Specialist qualifications may be required for some positions.

Teachers employed by UTS must undergo a criminal background check or provide evidence of having undergone a criminal background check in the past 6 months of application.

Job postings for continuing long term positions comply with Article 26 of the Collective Agreement between OSSTF and the University of Toronto.

All non-continuing appointments are clearly defined as non-continuing, or “sessional”. Non-continuing appointments do not fall within the collective bargaining unit and are not represented by OSSTF.

### **ARTICLE 26: JOB POSTINGS**

- 26:01 Where a vacancy for a position occurs in the Bargaining Unit, UTS shall post the vacancy in the staff room.
- 26:02 A vacancy shall be posted for at least seven (7) days before the deadline for applications for the position.~
- 26:03 A copy of each job posting shall be sent to the President of the Bargaining Unit.~

### **ARTICLE 27: INTERVIEW COMMITTEE**

- 27:01 When a vacancy for a long-term teaching position exists, an Interview Committee will be convened by the Principal, consisting of:
- The Principal;
  - The Vice-Principal or designate
  - The appropriate Subject Coordinator(s)
  - One (1) additional member of the Bargaining Unit named by the Subject Coordinator, taking into account the subject expertise required of the position; and,
  - If required, the Director of Studies.
- 27:02 At no time shall the number of administrators exceed the number of Bargaining Unit members.
- 27:03 The Committee shall establish interview procedures, questions and participate in the interview process.
- 27:04 The final decision on the selection and appointment of the successful applicant is the exclusive responsibility of the Principal.