

**STAFF OFFICER  
GOVERNMENT RELATIONS DEPARTMENT**

The Ontario English Catholic Teachers' Association, representing 45,000 teachers in Ontario's publicly funded Catholic schools, invites applications for the position of Staff Officer assigned to the provincial office. Placement will be in the Government Relations and Public Affairs Department. Duties to be assigned by the General Secretary commencing on or around **October 6, 2025**.

The government relations and public affairs duties involve assisting units and members in a number of areas:

- developing a wide range of contacts in government and opposition parties in order to promote the interests of OECTA;
- recommending strategies for OECTA in order to better position itself in the education sector;
- attending major announcements, news conferences, and events at Queen's Park and elsewhere in the interest of OECTA;
- lobbying at major political conventions and coordinating such activities;
- advocacy with government and other education and labour organizations;
- maintaining a close working relationship with all departments of OECTA and local OECTA units;
- assist in development of public relations projects/initiatives
- research and analysis of current education, labour and related issues;
- training and development of resource materials to meet the government relations objectives of the Association;
- other duties as assigned by the general secretary.

Additionally, the department members assist with a number of the Association's standing committees and external affiliations.

**Minimum qualifications** include an Ontario Teachers' Certificate or an Ontario College of Teachers' Certificate of Qualification, and five years teaching experience.

The following areas will be considered an asset:

- related Association/union experience;
- excellent communication, organizational and administrative skills in multiple formats, including electronic/virtual;
- experience in problem-solving and conflict resolution with individuals and groups.

The successful candidate should be prepared to become involved in additional professional growth programs in consultation with the General Secretary.

**Application Process**

Application closing date: **September 19, 2025 at noon**

Qualified candidates are required to submit a résumé electronically to:  
René Jansen in de Wal, President at [careers@catholicteachers.ca](mailto:careers@catholicteachers.ca)

The Association intends to hold interviews on September 30, 2025 in Toronto.

Letters of reference will not be considered.

#### **SELF-IDENTIFICATION**

The Ontario English Catholic Teachers' Association is committed to employment equity and is actively seeking to ensure a representative workforce. Applicants with lived experience as an Indigenous person or a member of an equity-deserving group are encouraged to self-identify in their covering letter.

1. Do you self-identify as First Nations, Métis, and/or Inuit?
2. Do you self-identify as a member of a Black community or racialized community?
3. Do you self-identify as a person living with a disability?
4. Do you self-identify as a woman, man or as gender diverse?
5. Do you self-identify as 2SLGBTQIA+ (Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual)?

In accordance with the *Accessibility for Ontarians with Disabilities Act* and all other applicable legislation, The Ontario English Catholic Teachers' Association is pleased to accommodate individual needs for applicants with disabilities within the recruitment process. Please let us know if you require an accommodation to ensure your equal participation in the recruitment and selection process.

We appreciate the interest of all applicants, however, only those selected for an interview will be contacted.