

PERSONNEL BULLETIN #11

TO: Administrators, Teachers, Clinicians

DATE: February 3, 2026

EFFECTIVE: Indefinite Term effective ASAP or as mutually agreed



HVAC/Refrigeration and Air Conditioning Vocational Teacher

Indefinite Term Position (effective ASAP/ as mutually agreed)

The ideal candidate will provide quality instruction and facilitating student learning according to the prescribed curriculum. The HVAC program offers extensive work experience, along with in-class theory for students in the division.

REQUIRED AND PREFERRED QUALIFICATIONS:

- Journey person status in HVAC is required.
- Demonstrated teaching experience and/or instructor training is preferred.
- Strong network of industry Professionals with experience creating or facilitating internships.
- Experience in a commercial/industrial setting would be an asset.
- Certificate in Technical Vocational Teacher Education diploma or Permanent Vocational Teacher Certificate is an asset.
- Uncertified Vocational Teachers are required to register in educational courses to obtain their teaching certification with timelines outlined in the letter of Employment.
- Relevant industry skills and knowledge relating to the area of instruction, including ongoing professional development and continuous improvement.
- Advanced oral and written communication skills, including presentation and group facilitation.
- Ability to work cooperatively with other instructors and staff.
- Ability to consider and respond appropriately to the needs, feelings and capabilities of students, to provide feedback and treat students equitably.
- Learn and use technology to enhance the student learning experience.

Applications should include a cover letter, resume and three references.

Applications can be submitted through our website [Employee Connect](#) (Employment)

APPLICATION DEADLINE: February 17, 2026 at 4:00 p.m.

The Division will be pleased to accept all applications, however, only those candidates selected for an interview will be contacted by an email.

Seven Oaks School Division is committed to building an inclusive and diverse workforce. Reasonable accommodations are available for any candidate who may experience barriers during the interview and assessment process. Please contact Human Resources to arrange reasonable accommodations.