

#102129

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GCK
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SUPPORT STAFF TRANSFERS

New staff is hired as a result of a particular vacancy in a particular location at the time of hiring. All employees are employed by the Division not by the location for which they are originally hired.

While the initial Support Staff Vacancy Bulletin and/or advertisement will, in most cases, stipulate a specific location, the Division reserves the right to initiate support staff transfers wherever and whenever necessary.

The Division may exercise its right to initiate transfers of support staff at any time during an individual's employment with the Division. Transfers may be initiated in order to assist with an individual's enhancement of qualifications, to attain a more appropriate mix of abilities and qualifications of support staff in a particular school or school program, or to assist in the overall staffing requirements of the Division. In some cases, an employee may be transferred as a result of a disciplinary action.

After taking into consideration all the needs of the school(s) or administrative unit(s), the appropriate management personnel will arrange for the transfer in consultation with the administrator(s) involved. The employee will be made aware of any such transfer within a reasonable period of time and in accordance with any applicable collective agreement language prior to the effective date of the transfer.

Support staff transfers may be initiated at any time during the school or calendar year.

The Division endeavours to provide all staff with employment opportunities which

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will meet their career objectives and enhance their career development.

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