

EDUCATION LEAVE

All applications will be considered equally and scored to the following point system. More information can be found in the *Collective Agreement*, Education Leave, Article 16. **If you have received and taken an Education Leave previously, you are not eligible to apply.**

- **By accepting Education Leave, employees agree to two years of education service after their leave (refer Article 16.09).**
- **Incomplete applications will not be considered.**
- **Late applications will not be considered.**

Application Deadline: The deadline to apply for Education Leave is November 1st.

Please submit your completed checklist and package electronically or in person to the following:

- **Electronically:** admin@yaep.ca
- **Mail/In Person:** Attention: Office Manager – Michelle Santos
Yukon Association of Education Professionals
2064 2nd Ave
Whitehorse, Yukon
Y1A 1A9

	Criteria	Available Points	Completed
1	Years of Continuous Service (As referenced in Article 16.01 of the Collective Agreement). (1.0 point per year - max. 7 years)	7.0	
2	Years of Continuous Rural Service. (0.5 points per year – max. of 5 years)	2.5	
3	Confirmation of application for: a single year Certificate, Diploma, Bachelors', Masters', or Doctoral degree in an educational related field (Max. 1 point).	1	
4	Program enrolled in is more than one year. (Greater than 30 credits)	1	
5	Course credits completed within the past 7 years that apply to the intended program of study. Transcripts included. (1 point per 6 credit course; 0.5 point per 3 credit course. If not clearly indicated, course will be scored as 3 credits)	3	
6	Relevance and Benefits to Professional goals and Department of Education (See Marking Guide).	5.5	
7	Education Leadership (Contributions within the past 10 years outside regular work expectations) (See Marking Guide).	5	
8	Two Written References Required	Yes / No	
	Total	25	

Candidates require a minimum of 50% score on their application to be considered.

6. Relevance and benefits to Professional goals and Department of Education.
See Marking Guide for more information and examples (Maximum 5.5 points).

Please outline how the program you intend to pursue supports your professional goals and aspirations as well as the Yukon Education system.

Relevance and Benefits to your professional goals	
1.	
2.	
Relevance and Benefits to Yukon Education	
1.	
2.	

7. Educational Leadership – Contributions within the past 10 years outside regular work expectations. (Definition of leadership and examples are provided in the Marking Guide). (Maximum 5 points).

Example	Role and Responsibility	Date of Involvement

Additional information: Is there anything else you would like the Committee to consider?

8. Written References available for further contact:
Complete the information below regarding your two current reference persons. You may provide additional references if desired.

Name	Position	Phone	Email

PLEASE NOTE: It is your responsibility to ensure that the following two reference forms arrive with your application or separately by the November 1st deadline.

#1 Reference Form for YAEP Education Leave

Name of Candidate applying for Education Leave:	
Reference Person's Name:	
Reference Person's Position:	
Phone Number:	E-mail:
Relationship to candidate:	How long have you known the candidate?

- a) Please describe how the candidate demonstrates his/her/their educational leadership within the school system.

b) Please describe why you believe the candidate would be a good choice for Education Leave.

c) Do you feel that there is anything that would impede this candidate's successful completion of his/her/their studies while on education leave? Please describe.

#2 Reference Form for YAEP Education Leave

Name of Candidate applying for Education Leave:	
Reference Person's Name:	
Reference Person's Position:	
Phone Number:	E-mail:
Relationship to candidate:	How long have you known the candidate?

- a) Please describe how the candidate demonstrates his/her educational leadership within the school system.

b) Please describe why you believe the candidate would be a good choice for Education Leave.

c) Do you feel that there is anything that would impede this candidate's successful completion of his/her studies while on Education Leave? Please describe.

Marking Guide: Relevance and Benefits

Applicants can earn up to four (4) points. These connections and benefits are the specific ways that the applicant identifies as future alignment between their program of study, their personal goals and system wide priorities. Applicants must identify 2 examples of relevance or benefit in each area (1 point each).

Example Professional Goals:

1. Completing my Masters of Education in Leadership will enhance my skills in the areas of forming partnerships and gaining group consensus, which will directly enhance my effectiveness as school leader and my future goal to become a school administrator.
2. Completing my Doctorate in Early Literacy will enable me to research current promising practice in language instruction and brain research related to language acquisition. This will enhance my effectiveness as a Learning Assistance Teacher and Literacy leader.

Example Yukon Education:

1. Completing my Certificate in Counselling will be beneficial to Yukon Education because there is a need for more expertise to enhance mental health support for students.
2. Completing my Bachelors of Education will enable me to transition from my role as an Educational Assistant to a classroom teacher. This will benefit Yukon Education because I intend to continue to work in my community school which has challenges related to high staff turnover.

Marking Guide: Education Leadership

Summary

The most often referenced definition of teacher leadership is based on the research of York-Barr and Duke, 2004:

Teacher leadership is the process by which teachers, individually or collectively, influence their colleagues, principals, and other members of the school communities to improve teaching and learning practices with the aim of increased student learning and achievement. Such team leadership work involves three intentional development foci: individual development, collaboration or team development, and organizational development.

Definition from the *Educational Leadership Framework for Yukon Teachers* (pg. 5).

Applicants can earn up to five (5) points. Applicants must identify what they have accomplished by outlining the leadership roles they have participated in. (i.e., Tasks, groups, responsibilities).

Examples of Education Leadership are:

Examples	Non-Examples
Chair a school-based research committee.	Coaching various sports or extra-curricular activities
Develop and implement a new program in applicant's area of expertise.	Organize school concerts (band, Christmas)
Participate in YAEP activities (e.g., Member of PD Committee or Conference Planning Committee.)	Coordinate school Open House
Participation on various Department committees (Diversity, Assessment, Learning Networks).	Participation on Health and Safety Committee
Lead large scale PD co-ordination/ training events.	Session at Summer Academy
Mentor in Mentorship program	Classroom visitations

Applicants will receive one (1) point for each aspect of Educational Leadership.

Example #1: Member of the PD Committee for three years will **earn 1 point**.