



YUKON TEACHERS' ASSOCIATION
EDUCATION LEAVE APPLICATION PACKAGE

All applications will be considered equally and scored to the following point system. More information can be found in the *Collective Agreement* between the Government of Yukon and The Yukon Teachers' Association; 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.

Submit completed package:

via email: admin@yta.yk.ca
 or via mail or in person: Attention: Office Manager – Denise Schneider
 Yukon Teachers' Association
 2064 2nd Ave, Whitehorse, Yukon, Y1A 1A9

	Criteria	Available points	Completed
1	Years of continuous service, as referenced in Article 2, Section F of the <i>Collective Agreement</i> . (0.75 points per year – max. 10 years)	7.5	
2	Years of continuous rural service (0.5 points per year – max. of 5 years.)	2.5	
3	Seeking a single year certificate, diploma, bachelors', masters', or doctoral degree in an educational related field.	1	
4	Currently enrolled with a letter of acceptance or transcripts into intended program of study. (Documentation from institution must be provided.)	1	
5	Program enrolled in is more than one year (greater than 30 credits).	1	
6	Course credits completed that apply to the intended program of study. (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	
7	Relevance and benefits to professional goals and Department of Education. (See marking guide.)	4	
8	Education leadership (contributions outside regular work expectations). (See marking guide.)	5	
9	Two written references	Yes / No	
Total		25	

Marking guide and examples

Section 7 – 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	Example Yukon education
<ol style="list-style-type: none"> 1. Completing my Master's 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. 	<ol style="list-style-type: none"> 1. Completing my Certificate in Counselling will be beneficial to Yukon education because there is a need for more expertise to enhance mental health supports for students. 2. Completing my Bachelor's 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.

Section 8 – Education Leadership

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	Non-examples
<ul style="list-style-type: none"> • Chair a school based research committee • Develop and implement a new program in applicant's area of expertise. • Participate in YTA activities (e.g. member of PD committee or conference planning committee) • Participation on various department committees (e.g. diversity, assessment, learning networks) • Lead large scale PD co-ordination/training events • Mentor in mentorship program 	<ul style="list-style-type: none"> • Coaching various sports or extra-curricular activities • Organize school concerts (band, Christmas) • Coordinate school open house • Participation on health and safety committee • Session at summer academy • Classroom visitations
<p>Applicants will receive one (1) point for each aspect of Educational Leadership (for example: Member of the PD committee for three years will earn 1 point).</p>	



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EDUCATION LEAVE APPLICATION

Applicant's last name		Applicant's first name	
Address			
Phone (home)	Phone (work)	Email	

1. Years of continuous service (maximum 7.5 points)

Have you been a YTA member for 5 continuous years? <input type="checkbox"/> Yes <input type="checkbox"/> No	How many years in total have you been a YTA member?
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List education service in the **YUKON**, starting with most recent.

Name of school	Location	Position	Service date(s)	Total time

2. Years of continuous rural service (maximum 2.5 points)

Name of school	Location	Position	Service date(s)	Total time

3. Seeking a degree in an educational-related field (maximum 1 point)

Single year certificate, diploma, bachelor's, master's, or doctoral degree

Program name	Practicum component <input type="checkbox"/> Yes <input type="checkbox"/> No	Duration
Institution name	Location	

4. Currently enrolled with a letter of acceptance into intended program of study or transcripts (maximum 1 point)

Acceptance letter attached? Yes No

5. Program enrolled in is more than one year (maximum 1 point)

Length of program	Credits required
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6. Course credits that pertain to intended program of study (maximum 3 points)

1 point per 6 credit course; 0.5 point per 3 credit course. If not clearly indicated, course will be scored as 3 credits.

Institution	Course	Credit hours (3 or 6)	Date completed

7. Relevance and benefits to career goals and Department of Education (maximum 4 points)

Outline how the program you intend to pursue supports your professional goals and aspirations as well as the Yukon education system. See marking guide (page 2) for more information and examples.

Relevance and benefits to *your* professional goals:

#1

#2

Relevance and benefits to **Yukon education**

#1

#2

8. Educational leadership – contributions outside regular work expectations (maximum 5 points)

Definition of leadership and examples are provided in the marking guide (page 2).

Example	Role and responsibility	Date of involvement

9. Written references available for further contact

Complete the information below regarding your two current reference persons. You may provide additional references if desired. **Note:** It is your responsibility to ensure that the following two reference forms arrive with your application or separately by the November 1st deadline.

Name	Position	Phone	Email

Additional information

Is there anything else you would like the committee to consider?



YUKON TEACHERS' ASSOCIATION
WRITTEN REFERENCE FOR EDUCATION LEAVE

This form is to be completed by the applicant's reference person

Name of candidate applying for Education Leave		Reference person's name
Reference person's position	Phone	Email
Relationship to candidate		How long have you known the candidate?

Reference

Describe how the candidate demonstrates his/her/their educational leadership within the school system.

Describe why you believe the candidate would be a good choice for Education Leave.

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



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