



# School Team Bulletin #2

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## INTERVIEW COMMITTEES

Last year was an anomalous situation as we were engaged in job action. We have now returned to committee participation as it was prior to September 2011. This is a reminder to all Staff Reps of the Motion that was passed at Council (November 2010) governing their role in Interview Committees.

**“VSTA staff reps who sit on interview committees refrain from asking questions in the interview. Staff reps are there to ensure process is followed by all members of the committee and to ensure Article E.21.9 is followed.”**

Additionally, the Collective Agreement (Article E.21.9) describes the process to be followed to ensure seniority is considered appropriately.

*“In each of the groups defined in Clause 4. above, when two (2) or more employees have relatively equal qualifications (including teaching experience and suitability to the particular position), the position shall be offered to the applicant with the greater/greatest seniority.”*

The following guidelines determine committee composition:

- Administrative Officer
- VSTA Staff Representative
- Department Head or Program teacher with specific knowledge of the posting where appropriate

The purpose of interview questions is to provide candidates with the opportunity to clarify qualifications and previous related experience. A consistent set of questions must be used for all candidates. If all candidates are qualified, the position is to be offered to the most senior candidate.

Thank you for your continued support of this important work ensuring VSTA members have a fair and equitable process with respect to securing work. Please contact the VSTA office if you have any additional questions and/or concerns.

In Solidarity,  
**Debbie, Shaun and Sylvia**