



Invitation for Applications: Professional Conduct Committee or Discipline Committee

The Board of Directors of the Saskatchewan Professional Teachers Regulatory Board (SPTRB) is seeking registered teachers and public representatives to serve on the Professional Conduct Committee or the Discipline Committee.

Successful applicants will form a pool of candidates from which committee members will be drawn as the need arises.

The Professional Conduct Committee is responsible for determining how to address complaints regarding professional misconduct or professional incompetence.

The Professional Conduct Committee:

- orders investigations; and
- determines if a consent resolution is appropriate; or
- registers a formal complaint with the Discipline Committee; or
- recommends no further action be taken.

The Discipline Committee is responsible for holding public hearings of complaints of misconduct and incompetence and for determining appropriate disciplinary action to be taken when there is a finding of guilt.

The Discipline Committee:

- receives formal complaints from the Professional Conduct Committee;
- holds hearings of complaints to determine guilt of the alleged behaviors; and
- sets disciplinary penalties when there is a finding of professional misconduct or professional incompetence.

Candidates for either committee must commit to serve on the respective committee for a minimum of two years. It is anticipated that committee members will meet 6 to 8 times per year. For teachers serving on the committees, substitute teacher costs incurred by your employer and your expenses for travel, meals and accommodation will be reimbursed by the SPTRB. Public representatives will be remunerated for their work on the Professional Conduct or Discipline Committee and will be reimbursed for travel, meals and accommodations.

Teachers - you are a candidate for these committees if you:

- are interested in helping your profession uphold its standards of conduct and competence;
- reside in Saskatchewan;
- hold a permanent Saskatchewan teacher's certificate and will be registered with the SPTRB; and
- do not presently hold or are willing to resign upon appointment from a seat in an organization that would, or could potentially, place you in a conflict of interest situation.

Members of the public – you are a candidate for these committees if you:

- are interested in helping Saskatchewan’s teaching profession uphold its standards of conduct and competence;
- reside in Saskatchewan;
- do not presently hold or are willing to resign upon appointment from a seat in an organization that would, or could potentially, place you in a conflict of interest situation.

Requirements:

- Written expression of interest outlining why you wish to sit on the chosen committee and how you will contribute to its effectiveness;
- Letter of support from your employer acknowledging the anticipated time commitment of 6 to 8 school days per school year;
- Résumé;
- Three letters of recommendation from persons who hold professional positions, at least one of which must be from a certified teacher (sent directly to the Board of Directors by the writer).

Please direct correspondence to:

SPTRB Board of Directors
Re: Professional Conduct Committee or Discipline Committee
204 – 3775 Pasqua Street
Regina SK S4S 6W8

Or by email to:

general@sptrb.ca

If you have questions, please call or write to Trevor Smith at 306-352-2230 or registrar@sptrb.ca.

Applications will be adjudicated using the criteria described [here](#).

Please note: Successful applicants will be required to attend Administrative Tribunal Training. Further details will be shared with the successful applicants.

Sincerely,



Trevor Smith
COO and Registrar