



Office for Schools

Dear Applicant:

Thank you for your expression of interest in a teaching position in the schools of the Diocese of San Diego. We welcome the opportunity to identify highly qualified educators who are committed to academic excellence and to those values which make Catholic schools unique.

Attached is a Teacher Application Form, which we encourage you to complete and return to this office along with the supporting documents. (See Required Documents for Teacher Application File.)

When you have gathered all the required documents, please E-mail our office at kgiannettino@diocese-sdiego.org to schedule an appointment to submit your application. When we have determined all paperwork is in order, it will be made available to principals who have teaching positions to fill. Please feel free to contact us if you have any questions concerning the application process.

Your file will remain active until the following February at which time you will receive an E-mail asking whether you wish to remain in the active file for another year. Unless otherwise directed, this office will retain your file for a period of **one year**. At the end of that period the file will be destroyed.

You may wish to log on to the Diocesan Web Site to explore other services offered through the Diocese of San Diego www.diocese-sdiego.org

Please see the form entitled, "Required Documents for Teacher Application File" for list of documents required with application.