



**Department: Human Resources**  
**Section: Employee Selection**

The Annapolis Valley Regional School Board believes that the purpose of the recruitment, selection and hiring process is to hire the best candidate for the available position in support of the Mission Statement of the Board:

“...To create a supportive, student-centred environment, where each student succeeds and all educational partners are respected and valued.”

### **Specifically**

- The decision-making component of the recruitment, selection and hiring process will be fair and unbiased.
- The recruitment, selection and hiring process will support hiring without discrimination, in compliance the *Human Rights Act (Nova Scotia)*.
- The recruitment, selection and hiring process will complement the Race Relations, Cross Cultural Understanding, and Human Rights Policy of the Board; specifically, compliance with the Employment Equity process.
- The recruitment, selection and hiring procedures must be in compliance with Union collective agreements or the Terms and Conditions of Employment for Non-Union Employees Policy.

### **Monitoring**

- The Director of Human Resources is responsible for the implementation, monitoring and revision of this policy.
- This policy will be monitored annually.

**Board Approved:** March 5/03

**Ref:** AP 306.2

**Monitoring Date:** Annually

**Revised:** October 1/14; January 6/16