



DIocese of CAMDEN
Office of Catholic Schools

Dear New Teacher Applicant,

We are in receipt of your request to make application for a teaching position in the Diocese of Camden. It is the protocol of the Superintendent's Office to maintain a file of qualified candidates. Each file is to include:

- A complete New Teacher Application
- A copy of your resume
- A letter of recommendation from your pastor attesting to your practice of the Faith
- An official transcript of all college work
- A copy of your New Jersey teaching certificate(s) or Certificate of Eligibility (for information on this see <http://www.nj.gov/education/educators/license/>)

Please complete the enclosed application form and forward it along with the aforementioned materials to the address listed at the bottom of the New Teacher Application. Only those applicants whose files are complete will be considered for employment in our schools. Unless we have been notified that you have been hired or are still interested, our policy is to keep applicants on the file for two years.

Thank you for your interest in Catholic education and the Diocese of Camden.

Sincerely,

Mary P. Boyle
Superintendent of Schools

Enclosure