

*New Dates effective April 10, 2024*

**EARLY CHILDHOOD EDUCATORS (EXTENDED DAY PROGRAM)**

**2024 - 2025 Staffing Process Timelines - Dates Subject to Change**

- May 17 - May 23      **Round 1**  
Round 1 opens and will be for any EDP Supervisors declared surplus in the spring or reassigned during the school year. EDP Supervisors will be notified by direct email to their OCSB account of any vacancies. Placement is based solely on Seniority. EDP Supervisors successful in being transferred, must accept the transfer and cannot participate in any subsequent rounds. **This round will close at 9:00 am on May 23.**
- May 23 - May 24      HR will notify those placed in Round 1 by email.
- \*\*Note: If placed in Round 1, you are not eligible to participate in Round 2. \*\***
- May 27                HR reviews the vacancies and prepares for Round 2.
- May 28 - May 29      **Round 2**  
Round 2 opens and will be posted on the OCSB's internal career page. This round includes all eligible EDP Supervisors, including any surplus or reassigned EDP Supervisors not placed in round 1. Each employee may select up to 10 available assignments. EDP Supervisors successful in being transferred, must accept the transfer and cannot participate in any subsequent rounds. **This round will close at 9:00 am on May 29.**
- May 29 - May 30      HR will notify those placed in Round 2 by email.
- \*\*Note: If placed in Round 2, you are not eligible to participate in Round 3. \*\***
- May 31 & June 3      HR reviews the vacancies and prepares for Round 3.
- June 4 - June 5        **Round 3**  
Round 3 opens and will be the placement of any remaining surplus EDP Supervisors, by seniority, and the transfer must be accepted.
- June 6 - June 10      HR will notify those placed in Round 3 by email.
- \*\*Note: If placed in Round 3, you are not eligible to participate in any other rounds. \*\***

- June 11 & June 12 HR reviews the vacancies and prepares for Round 4.
- June 13 - June 17 **Round 4**  
Round 4 will be open to all external candidates including casual EDP staff members, Term EDP employees and classroom ECE staff not placed in previous rounds.
- June 18 - June 20 HR will notify those placed in Round 4 by board email.

\*\*\*\*PLEASE ENSURE YOU CHECK ON YOUR CUPE 2357 WEBSITE TO FAMILIARIZE YOURSELF WITH THE STAFFING PROCESS FOR 2024.\*\*\*\*

*Note: All dates are subject to change*