



SUPERINTENDENT OF SCHOOLS/CEO Elk Island Catholic Schools

Due to the retirement of the incumbent, the Board of Trustees invites applications for the position of Superintendent of Schools/CEO for Elk Island Catholic Schools. Duties will commence February/March 2022, or as mutually agreed.

THE DIVISION

Elk Island Catholic Separate School Division is comprised of 18 schools in the communities of Sherwood Park / Strathcona County, Fort Saskatchewan, Vegreville, and Camrose. The Division has approximately 9000 students in kindergarten to Grade 12 programs and is experiencing consistent growth.

We are a Catholic faith community committed to serving each individual child in an atmosphere of faith, hope, and love through our mission of *Seeing Christ in Everyone*. Over 800 dedicated and committed staff deliver exceptional educational programming permeated with the Catholic faith.

A seven-member Board of Trustees has a strong commitment to providing extensive Catholic educational opportunities for all students, responding to the diversity and uniqueness inherent in the Division. The Division's operating budget for 2021/22 is approximately \$82,000,000.

THE CANDIDATE

The Board seeks a superintendent who is a practicing, faith-filled Catholic required to lead the Division; to implement the Division's mission and priorities and to provide strong, innovative leadership in a team-oriented setting.

An ability to effectively communicate and to work easily and productively with the Board, staff, parents, education partners, the parishes and the community is essential. A servant leader who is student focused will find this an exciting opportunity.

This position will be of interest to a highly skilled individual who is compassionate, inspiring, collaborative, and accountable. The successful candidate will be a visionary who sets high standards, and successfully leads change efforts.

Applicants must qualify for Alberta teaching certification, have a Master's degree, and complete the Superintendent Leadership Certification program.

APPLICATIONS

Interested applicants are encouraged to email by January 3, 2022 by noon, a cover letter, curriculum vitae, and contact information of five education references, in one single pdf file not to exceed 5 pages to:

Dr. Norman Yanitski
Education Consultant
Alberta School Boards Association
E: nyanitski@gmail.com
P: 780.293.8809

Interviews for selected candidates will take place on January 26, 2022. For more information, visit the division website: www.eics.ab.ca

IDEAL CANDIDATE PROFILE

Education:

- Must be a practicing Catholic and be a Catholic leader visible to the greater parish and school community
- Master's degree as a minimum
- Completed Alberta Superintendent Leadership Certification or in process
- Must qualify for or hold teacher certification in the province of Alberta

Experience:

- Current Catholic educational leadership experience as a system administrator
- Previous proven track record as a school administrator with commitment to Catholic faith and student success

Student Focus:

- Ensures the delivery of quality Catholic education is provided to all students
- Devoted to meeting student needs first in a safe and caring environment
- Ability to optimize financial resources for maximum student benefit
- A passionate advocate for Catholic education recognizing the importance of a diverse student population
- Establishes the structures and supports necessary for the school community to acquire and apply foundational knowledge about First Nations, Métis and Inuit for the benefit of all
- Establishes and sustains a Catholic learning culture in the school community that promotes ongoing critical reflection on practice, and continuous improvement

Urban/Rural Education:

- Visits schools regularly to meet and engage with staff and students
- Committed to serving in a geographically large diverse area
- Understanding of unique urban/rural context such as transportation and student programs
- Connects and meets annually with each local community to work collaboratively for the benefit of students

Leadership Skills

- Ability to work as a team with the elected Board
- Politically astute
- Ability to work effectively with Alberta Education and other partners – local, regional, and provincial
- Ability to work cooperatively with neighboring jurisdictions
- Ability to engage regularly with principals to establish common purposes and build trust
- Committed to continuous improvement of self, others and the Catholic community
- Maintains a balance between building on current strengths and encouraging innovative new ideas
- Committed to collaborative and transparent decision making, balanced with the strength to make necessary, sometimes difficult, decisions

Communication Skills:

- Proactive in internal and external communications enhancing understanding of District goals
- Communicates using various methods with students, staff, and members of the school community (e.g., division website, newsletters, email, social media, virtually, and via local media)
- Provides recognition and a positive workplace
- Articulates a shared vision informed by research on effective learning, teaching and leadership

Management Skills:

- Fiscally responsible
- Implements actions to support the Divisions strategic plan
- Effective technology skills
- Ability to prioritize and structure the organization for maximum effectiveness
- Strengths in planning, delegating, time management, and assignment of responsibilities

Personal Qualities and Attributes:

- Strong witness to the Catholic faith
- Demonstrates compassion, integrity, a sense of humour, and is a person of principle
- Inspires others and values high ethical conduct
- Maintains a healthy work/life balance