



NORTH EAST SCHOOL DIVISION #200

Superintendent of School Services

Melfort, SK

The North East School Division is currently recruiting for a Superintendent of School Services. The position is located in Melfort, Saskatchewan, and comes with a competitive salary, full benefits and pension package, and learning and development support.

The North East School Division (NESD) is a rural school division located in north east Saskatchewan and encompassing approximately 11,000 square kilometres. It spans a geographic area from Naicam in the south, Smeaton in the north, Hudson Bay in the east, and Melfort in the west. The division head office is located in Melfort.

The NESD provides for the learning needs of approximately 5,000 students in 21 schools located in 13 communities. The NESD is a full service school division and one of the largest employers within the North East Central part of the province. The Division employs approximately 650 full-time equivalent staff.

The NESD is a progressive and innovative school division, focussed on ensuring every student has the opportunity to succeed. The Division has developed a strategic plan, with focussed goals and targets, to ensure that all resources are aligned to meet those goals.

Reporting to the Director of Education, the successful candidate will be a dynamic individual who promotes excellence in learning for all, with a demonstrated ability to develop a cohesive and effective team. This person will also possess the necessary management and communication skills to successfully be a leader and operational manager for staff in the assigned portfolios that include: Assessment, Curriculum and Instruction, Communications, Information Technology, First Nations Metis Inuit Education/Partnerships, Online Learning, Libraries, Career Guidance, Athletics and Home School students.

Some of the key responsibilities include:

- Providing leadership to and overall strategic management of a diverse group of portfolios within the Division.
- Developing and providing leadership in conjunction with the Director as it relates to the Division's Strategic Plan.
- Developing, actualizing and articulating the school divisions priorities, decisions and procedures established by the Executive Council to a variety of audiences
- Promoting positive partnerships with agencies, school community councils, and community groups in pursuit of positive educational outcomes for students

Educational Requirements & Qualifications

- A Master's Degree in Education in curriculum, special education, or educational administration from a recognized institution
- Possess a Saskatchewan Professional "A" Teaching Certificate
- Eligible for membership in LEADS
- Minimum of 10 years teaching experience including progressive experience in a consultative and/or administrative role
- Minimum of 2 years in a direct supervisory capacity
- An equivalent combination of education and experience may be considered
- A valid Driver's license

Duties will commence August 7, 2018, or as mutually agreed upon.

If you are interested in receiving more information about this opportunity, please contact the Superintendent of Human Resources by email at Shwetz.heather@nesd.ca.

Applications should quote job #2017-18-036 and include a cover letter, resume (with supporting documentation) and a minimum of three professional references including your most recent employer no later than 12:00 noon on January 15, 2018.

Employee Services
North East School Division #200
Fax: (306) 752-7533 Email: careers@nesd.ca

The successful applicant will be required to produce a Criminal Records Check and Vulnerable Sector Check.

We want to thank you in advance for your application. However, only those individuals short-listed will be contacted.