



INVITES APPLICATIONS FOR THE FOLLOWING POSITION

**ASSISTANT SUPERINTENDENT
HIGH SCHOOL AND CAREER STUDIES PROGRAM
Winnipeg, Manitoba**

Duties to Commence January 2019

Frontier School Division is geographically the largest school division in Manitoba with 41 schools in 39 northern and remote communities. Frontier School Division is committed to success for all learners through a focus upon student outcomes, community-based direction for schools, and a partnership approach amongst staff, parents, and the community.

As the strategic leader of the Career Studies department, the successful applicant will be responsible for providing direction, support and coordination of high school programs and career development and transition programs that ensure students are prepared for society. The incumbent will be responsible for supervising department staff and coordinating the effective delivery of programs. The incumbent will also be responsible for implementing division-wide programs in Careers, Physical Education, Technical Vocational and overseeing the delivery of counseling services throughout the Division.

The preferred candidate will meet the following criteria:

- A strategic planner responsible for the development and effective implementation of all high school, career and personal awareness programs throughout the Division.
- An accountability-based leader in terms of student results and achievement, assessment and evaluation of programs and strategic planning for growth and development.
- Demonstrated success in developing new initiatives in high school education.
- Understanding of Indigenous perspectives and Way of Life
- An excellent communicator with strong interpersonal, conflict resolution and community relations skills.
- A collaborative decision maker committed to a team approach with varied local partners and organizations.
- An administrator with three years' experience in program coordination/management in an education environment.
- Demonstrated experience in Counselling, Adult Education or Technical Vocational
- Knowledge of technical developments and software packages available for program service delivery.
- An excellent financial manager responsible for an annual budget of approximately \$10 million.
- A lifelong learner, with a Master's degree in education (administration, curriculum, foundations)

Applicants must hold or be eligible for a permanent professional Manitoba teaching certificate. Applicants must possess a valid Manitoba driver's license as extensive travel is required. A comprehensive benefits program and competitive salary is provided.

Applicants interested in this unique opportunity are to submit a detailed resume and a list of three references, including written permission to contact them, by October 26, 2018.

Forward application package to:

**Chief Superintendent's Office
Frontier School Division**

30 Speers Road
Winnipeg, MB R2J 1L9

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