



Pembina Hills School Division Superintendent of Schools/CEO Search

Due to the retirement of the incumbent, the Board of Trustees invites applications for the position of Superintendent/CEO for Pembina Hills School Division. Duties will commence August 16, 2021 or as mutually agreed.

Pembina Hills School Division is a close-knit community where neighbors know neighbors and our staff know our students. We are very proud of the welcoming atmosphere in our community schools. We create positive learning environments where students are comfortable and safe and where parents are encouraged to be involved in their child's education. Pembina Hills School Division provides high quality education to students within our geographic area and across the province.

The Division

- Our division serves 3387 students in 15 community schools, including two Hutterite colony schools, two outreach schools and a non-denominational Christian school.
- We also serve an additional 2279 students across the province online through Vista Virtual School.
- The Pembina Hills school board will be made up of six trustees following the October 18, 2021 elections.
- Our regional office is located in Barrhead, Alberta. Our region includes Swan Hills, Woodlands County, the County of Barrhead, the Town of Barrhead, Westlock County, the Town of Westlock, the Village of Clyde, the south-eastern portion of the M.D. of Big Lakes and the southern portion of the M.D. of Lesser Slave River.
- We have a fantastic staff of 217 teachers and 330 support staff
- Pembina Hills operates a bus fleet of 100 buses with 70 routes
- The school board oversees a \$56 million dollar 2021-2022 budget - which is managed both centrally and by individual schools and departments.
- Our purpose is to deliver an excellent education. Our motto is: "Together We Learn".
- 96% of staff, parents and students are satisfied with the overall quality of education in Pembina Hills

The Candidate

Pembina Hills is seeking a candidate who is:

An honest and trustworthy leader who models personal and professional integrity and possesses exceptional people skills.

An excellent communicator, this professional is able to work collaboratively with diverse communities and unique schools and build trust at all levels through authentic relationships.

Approachable, open-minded and willing to learn, this leader is a collaborative team-builder, and a good listener who seeks first to understand before navigating difficult issues. As an educational leader, this individual will have an understanding of legislation, research, issues and trends in education, particularly in rural Alberta.

With a focus on improved student learning, inclusive education, literacy and numeracy, and distance education, the ideal candidate will advocate for and support our schools.

As an experienced administrator, this individual will have demonstrated strength in fiscal responsibility, planning, delegating and assignment of responsibilities. They will strive for a balance between central and site-based decision making.

This individual values working with the Board and supports and respects its decisions, keeping the Board informed of all issues and concerns.

If you are an educational leader who values working collaboratively with the Board and staff to deliver an excellent education to our students, we invite you to apply for this position.

Qualifications

The successful candidate must hold a valid Alberta teaching certificate, have a Master's degree and qualify for an Alberta superintendent leadership certificate. The individual should have a minimum of ten years combined educational administrative experience at a school, divisional, and/or provincial level.

More Information

For further information please refer to the [ideal candidate profile](#).

Applications

This competition will remain open until a suitable candidate is found. However, applications received by **May 21, 2021** are assured careful consideration.

Please email applications including a cover letter, resume and a list of five recent references in a *single pdf file* to: jim.gibbons.consulting@gmail.com

For further information, please contact:
Jim Gibbons 403-507-9522 (cell)