



Wolf Creek Public Schools

Creating Success For All Learners

**Applications are invited for the position of:
Assistant Superintendent of Education Services
for Wolf Creek Public Schools**

Duties to commence August of 2023, with exact starting date to be determined

Wolf Creek Public Schools (WCPS) invites applications from experienced, dynamic and progressive leaders for the position of Assistant Superintendent - Education Services. This position stewards all aspects of teaching and learning within the Division, to meet the educational needs of a student population of 7,500 students in 30 schools across the division with a workforce of approximately 900.

About the Position

Guided by the Division's mission statement, vision, mandate, beliefs and values, the Assistant Superintendent - Education Services will assist the Superintendent in fulfilling the general and specific aspects of the role description for the Superintendent as defined in *the School Act* and Board policy. The Assistant Superintendent - Education Services will report directly to the Superintendent of Schools and will lead the implementation of Education Services strategies and best practices which support and empower staff to meet the Division's goal of "*Creating Success for ALL Learners*".

The ideal candidate will be responsible for:

1. Student Learning

- 1.1 Ensures students in the Division within areas of responsibility have the opportunity to meet the standards of education set by the Minister.
- 1.2 Ensures the effective implementation of curricular in the Division.
- 1.3 Provides support for initiatives to facilitate curricular outcomes.
- 1.4 Ensures accountability for achievement of approved learning outcomes within areas of responsibility in all schools.
- 1.5 Supports the implementation of learning goals within the Assurance Plan and where necessary, assists the Superintendent with the school review process.
- 1.6 Provides leadership in fostering conditions which promote the improvement of educational opportunities for all students in schools and programs within areas of responsibility.

- 1.7 Ensures appropriate programming is in place for diverse learners.
 - 1.8 Performs the function of Attendance Officer for the Division pursuant to the provisions of the *Education Act*.
2. Student Wellness
- 2.1 Ensures that each student is provided with a safe and caring environment that fosters and maintains respectful and responsible behaviours.
 - 2.2 Ensures that a coordinated service delivery model is in place to support student access to programs and services.
 - 2.3 Develops and maintains positive and effective relations with provincial government departments and regional/community agencies which provide services/supports to students.

A detailed role description for the Assistant Superintendent - Education Services can be found at this link: [Role of the Assistant Superintendent - Education Services](#)

The Candidate

The successful candidate will have an exemplary background as a student-centered educator who is highly skilled in building positive working relationships while leading systemic change initiatives.

The successful candidate should be well versed in Education Services practices and legislation, possess the ability to direct operations, resources, and personnel in the interest of all students and in alignment with the Division's vision and priorities.

The successful candidate will have excellent interpersonal skills, a strong work ethic, a commitment and proven ability to improve measurable student achievement, and an exemplary record. Commitment to career-long professional learning and ongoing critical reflection to identify opportunities for improving school leadership, teaching, and learning is expected.

The successful candidate must qualify for an Alberta teaching certificate and hold an applicable Master's degree.

More Information

The Division: www.wolfcreek.ab.ca

Applications

Interested candidates should submit their cover letter, curriculum vitae and list of five recent references to:

Mr. Tim De Ruyck

Superintendent of Schools

Ph: (403) 783-5441 Fax: (403) 783-3483 email: tim.deruyck@wolfcreek.ab.ca

Closing Date: March 29, 2023 at 12:00 pm

Please Note: We appreciate the interest of all applicants, but advise that only candidates selected for an interview for this competition will be contacted. The successful applicant will be required to provide, at his/her own expense, satisfactory and current criminal records check and intervention record check statements within twenty working days of an offer of employment.

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