

SUPERINTENDENT OF SCHOOLS/CEO

Lethbridge School Division

Due to the retirement of the incumbent, the Board of Trustees invites applications for the position of Superintendent of Schools/CEO for Lethbridge School Division. Duties will commence August 1, 2023, or as mutually agreed.

THE DIVISION

Lethbridge School Division is home to 24 schools, located in the vibrant and growing city of Lethbridge, a wonderful place to live and work. Over 1,200 staff members educate approximately 12,100 students in schools located in Lethbridge's south, north and west quadrants. The Division takes pride in the diversity of its programs, the expertise of its staff and the quality of its facilities. Schools feature a grade structure comprised of kindergarten to grade 5 students in elementary schools, grade 6-8 students in middle schools and grade 9-12 students in high schools. Lethbridge School Division is inclusive, forward-thinking and accountable for engaging students in quality learning experiences that develop strong foundations, innovative minds and responsible citizens.

THE CITY

Lethbridge, a city of just over 101,000 residents, is located about 200 kilometers south of Calgary. It boasts post-secondary educational institutions such as the University of Lethbridge and Lethbridge College, along with the Lethbridge Research Centre, one of the largest agricultural research facilities in Canada. Well situated in southwestern Alberta, Lethbridge residents enjoy state-of-the-art cultural and recreational facilities, all in a city that features a temperate climate and easy access to British Columbia and the United States.



THE CANDIDATE

The Board seeks a Superintendent who establishes a welcoming, caring, respectful and safe learning environment by building positive relationships with students, staff, the Board, and local community. The Superintendent is a student-oriented, collaborative professional who believes in facilitating high quality educational programming. The Superintendent is visible in the schools and community. The candidate is approachable and eager to engage with students and parents. The Superintendent demonstrates decision making to meet the needs of our diverse learners. The Superintendent directs school authority operations, is fiscally judicious, and strategically allocates resources. The successful candidate will develop leadership capacity for team-oriented decision-making and nurtures a positive organizational culture.

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

APPLICATIONS

Although the competition will remain open until a suitable candidate is found, applications received by March 29 noon, 2023 will be assured careful consideration. Email a cover letter, curriculum vitae, and contact information of five education references, (including one Trustee) 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 Thursday May 11th, 2023. For more information, visit the division website: www.lethsd.ab.ca

IDEAL CANDIDATE PROFILE

Education:

- Must qualify for or hold teacher certification in the province of Alberta
- Master's degree as a minimum
- Completed Alberta Superintendent Leadership Certification (SLQS) or in process
- Current on educational research, issues and trends

Experience:

- Current Educational leadership experience as a system administrator
- Previous proven track record as a principal with commitment to student success

Student Focus:

- Ensures that quality 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 public school 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 learning culture in the school community that promotes ongoing critical reflection on practice, shared responsibility for student success and continuous improvement
- Visits schools to meet and engage with staff, students and parents
- Committed to serving in a large diverse community
- Understanding of unique context such as transportation and student program offerings
- Connects and meets regularly with local community stakeholders, to work collaboratively for the benefit of students
- Enthusiastic, positive and innovative

Leadership Skills

- Ability to work as a team member, support the Board, and develop positive relationships with the Board

- Politically astute
- Ability to work effectively with Alberta Education and other partners – local, regional, and provincial
- Ability to work cooperatively with neighbouring jurisdictions
- Ability to engage regularly with principals to establish common purposes within a team decision-making context
- Committed to continuous improvement of self, others and the organization
- 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 Division vision
- Communicates using various methods with students, staff, and members of the school community
- Enjoys connecting with parents
- Celebrates success and supports a positive workplace
- Articulates a shared vision informed by research on effective learning, teaching and leadership
- Develops positive morale within the Division to ensure staff and parents feel supported and involved

Management Skills:

- Fiscally responsible
- Builds relationships via openness, trust and approachability
- Ability to prioritize and structure the organization for maximum effectiveness
- Strengths in planning, delegating, time management, and assignment of responsibilities

Personal Qualities and Attributes:

- Sincere and robust interpersonal skills
- Demonstrates servant leadership, integrity, compassion, and a sense of humour
- Demonstrates and values ethical, honest and transparent actions