



Sunrise School Division is looking to fill the important role of Superintendent. Due to an upcoming retirement, the role would commence on April 1, 2024, or as soon as possible thereafter. The Superintendent will work closely alongside the Secretary-Treasurer to provide direction, assistance, advice, and support to a learning community of schools and to ensure the advancement of the strategic plan. This work is done through collaboration, cooperation, and direction from the Board of Trustees (board).

Sunrise School Division consists of approximately 4,800 students and 760 total staff in 13 schools, 6 Hutterian schools and 4 Adult Learning Centres. The office is located in Beausejour, Manitoba and the division spans a large geographical area within the Eastman region. Sunrise has a shared purpose for all staff to provide nothing less than outstanding learning experiences, one learner at a time. Feel free to learn more about us at: [https://www.sunrisesd.ca/About Sunrise](https://www.sunrisesd.ca/About%20Sunrise)

The Superintendent is responsible for all functions related directly to the education of students including staffing, curriculum, professional development of staff, special education, and evaluation.

The successful candidate will be able to:

- Commit to developing a culture of learning, life-long learning opportunities, and a professional learning organization.
- Bring experience with the realities of education, instruction, and the classroom.
- Have experience leading a large team of professionals. This includes knowledge of best practices of leadership, especially as it relates to human resource matters such as hiring, workforce planning, employee relations, evaluations, and development.
- Manage their time or delegating responsibilities to ensure all obligations are met to the satisfaction of the board. This includes attending and chairing a number of meetings within and outside of 'normal' business hours.
- Exemplify effective communication skills on many levels. (e.g., interpersonal, problem-solving, facilitation and technology skills.)
- Be aware of research and appropriate practice to address the diversity of student and staffing populations and to adapt programs to meet the needs of diverse and rural communities.
- Have the ability to balance divisional needs and budgets with available resources.
- Have an awareness of the political realities and current events as it relates to public school governance.
- Commit to community participation in the operation of schools.

The Superintendent will define, with the board, a strategic vision and plan for the division that can support all aspects of education in the division. In broad terms this will include defining the values, policies and professional practices of the division while delegating responsibility for their development and operation to leadership teams, including school administrators.

The successful candidate will work towards:

Vision and Values

- Maintaining and progressing the shared vision and mission of education for the school division.
- Ensuring instructional quality as the top priority of the school and attempts to bring that vision to realization by following the division's strategic plan.
- Engaging the board in understanding its responsibilities, including its vision, and its policies in relation to learning, resource management and policy development.
- Understanding and modelling appropriate values, demonstrate ethical behavior, fair and clear operational management, and exercise moral leadership.
- Providing direction, information, and recommendations for divisional planning initiatives, including the involvement of all relevant constituents in the planning process.

Governance and Policies

- Providing leadership for effective development and implementation of curriculum, and all aspects of teaching and learning.
- Interpreting policies, mandates and requirements in ways that maintain the congruence between vision and practice.
- Focusing on the learning and education of all children in the division, including having systems to demonstrate achievement.
- Monitoring the development, application and revision of policies and procedures within the division to ensure relevance and congruency with divisional values, legislated obligations, and the mandates of the division.

Professional Practices

- A framework for teaching and learning for all students in the division.
- An appropriate system of assessment to monitor student performance, and to ensure the educational program meets the needs of all students.
- An infrastructure of democratic practices and structures that involve school community members in broad-based, skillful participation in the work of divisional leadership.
- Collaborating among multiple partners (e.g. government departments, community agencies, universities, and other provincial organizations).
- Securing essential resources, including finances, time, talent, and ideas to carry out the work of the board.
- Administering and supervising the educational, Student Support Services, strategic initiatives and curriculum, personnel, and research and planning functions of the division through the provision of direction and guidance to appropriate senior administrative staff.
- Developing effective communication strategies and relationship skills with all members of the community.

The Superintendent must carry out the role in accordance with and abiding by the Public Schools Act, The Education Administration Act, The Regulations of Manitoba Education and Youth, Provincial Regulations, and the policies of Sunrise School Division.

The successful candidate will have the following qualifications:

- Possess at least a university academic degree and a professional degree, preferably at the graduate level.
- Possess both training and experience in Educational Administration.
- Possess demonstrated administrative skills, including the evaluation of professional staff members and programs.
- Exhibit strong interpersonal, communication, facilitation, problem-solving and community relations skills.
- Have a good knowledge of current curriculum and instructional methodology.
- Have a good knowledge of technology and resource-based learning.
- Display expertise in effective and efficient planning for and allocation of personnel, financial and material resources.
- Satisfy all the requirements regarding criminal record/abuse registry checks.
- French language skills or experience in or awareness of immersion program needs is an asset.

For more information about the position, please contact the Board Chair, Paul Magnan at Trustee.Magnan@sunrisesd.ca or by telephone at 1-204-340-1719. Application packages should include at minimum a detailed resumé, a one-page Statement of Educational Philosophy, and three professional references. Applications can be emailed to the Executive Assistant to the Board, Stacey Bonneteau, at sbonneteau@sunrisesd.ca or can be mailed to the Sunrise School Division Business Centre at Box 1206, 75 - 5th Street South, Beausejour, MB, R0E 0C0 and marked Attention: Stacey Bonneteau. Deadline for applications is Friday, June 2, 2023, at 4:00 p.m.
Start Date: April 1, 2024 (or as soon as can be arranged thereafter)

Sunrise School Division acknowledges that individuals may face barriers that hinder their full and equal participation in the workplace and is committed to providing reasonable accommodation to all employees and candidates. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We thank all applicants for their interest, only candidates selected for an interview will be contacted.