

Apply By: Thursday, April 5, 2018 11:59 pm EDT

 **PRINT**

EDUCATION OFFICER

Organization: Ministry of Education

Division: Thunder Bay Regional Office

City: Thunder Bay

Job Term: 1 Permanent

Job Code: 07081 - Education Officer

Salary: \$89,782.55 - \$118,698.45 Per Year*

*Indicates the salary listed as per the OPSEU Collective Agreement.

Posting Status: Open

Job ID: 118122



Apply Online



View Job Description

Are you an experienced education professional looking for a new challenging opportunity? If so, consider this opportunity with the Ministry of Education where, as an educator, you will provide information and clarification on legislation, policies and programs to schools, school boards, and other stakeholders.

What can I expect to do in this role?

In this role, you will:

- provide information and clarification on legislation, policies and programs to schools, school boards, and other stakeholders
- facilitate the implementation of new policies
- monitor and report on the effectiveness of the school system
- ensure compliance with ministry policies and programs
- help provide a strong and vibrant education system

How do I qualify?

Mandatory requirement:

- This position requires that applicants be members in good standing with the Ontario College of Teachers.

Technical skills:

- You have extensive knowledge and understanding in the application of education theory, principles and practices at the elementary and secondary school levels.
- You have the ability to interpret and apply legislation (e.g. Education Act), ministry business plan and strategic directions, objectives, policy and priorities to monitor and ensure compliance at the local level to school board administration.

Other essential skills:

- You have leadership, facilitation and organizational skills to provide a liaison role with boards and interest groups.
- You have analytical skills to review legislation program curriculum and standards to

provide interpretation and clarification to school boards.

- You have communication skills to make presentations, prepare detailed reports, briefing notes and ministerial correspondence.

Additional Information:

Address:

- 1 Permanent, 615 James St S, Thunder Bay, North Region

Compensation Group: Ontario Public Service Employees Union

Schedule:

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Category:

Education and Training

Posted on:

Tuesday, March 13, 2018

Note:

- T-EU-118122/18

How to apply:

1. You must [apply online](#).
2. Your cover letter and resume combined should not exceed five (5) pages. For tips and tools on how to write a concise cover letter and resume, review the [Writing a Cover Letter and Resume: Tips, Tools and Resources](#).
3. Customize your cover letter and resume to the qualifications listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us.
4. Read the [job description](#) to make sure you understand this job.
5. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
6. If you require a disability related accommodation in order to participate in the recruitment process, please [Contact Us](#) to provide your contact information. Recruitment Services staff will contact you within 48 hours.

Please be advised that the results of this competition may be used to form an eligibility list of qualified candidates to potentially fill future vacancies represented by the Ontario Public Service Employees Union (OPSEU). In accordance with the Collective Agreement, eligibility lists are shared with OPSEU representatives. By applying to this competition, you are providing consent that your name may be shared with OPSEU representatives.

All external applicants (including former employees of the Ontario Public Service) applying to a competition in a ministry or Commission public body must disclose (either in the cover letter or resume) previous employment with the Ontario Public Service. Disclosure must include positions held, dates of employment and any active restrictions as applicable from being rehired by the Ontario Public Service. Active restrictions can include time and/or ministry-specific restrictions currently in force, and may preclude a former employee from being offered a position with the Ontario Public Service for a specific time period (e.g. one year), or from being offered a position with a specific ministry (either for a pre-determined time period

or indefinitely). The circumstances around an employee's exit will be considered prior to an offer of employment.

Remember: The deadline to apply is **Thursday, April 5, 2018 11:59 pm EDT**. Late applications will not be accepted.

We thank you for your interest. Only those selected for further screening or an interview will be contacted.

**The Ontario Public Service is an inclusive employer.
Accommodation is available under the [Ontario Human Rights Code](#).**

 **Apply Online**

