

Associate Director – School Support Services

Come help us to inspire success, confidence and hope

At the Peel District School Board, we help students reach high levels of achievement by inspiring success, confidence and hope in each student. Our vision is to prepare each student for a successful future as a lifelong learner. We are the second largest school board in Canada, with over 155,000 students in 257 schools. Collective daily efforts make a positive difference in the lives of students, their families and the world, as the Board serves the vibrant and diverse communities of Peel – Brampton, Caledon and Mississauga. We look forward to an exciting future and are seeking an outstanding leader to assume the position of **Associate Director of School Support Services**.

An innovative leader with outstanding interpersonal skills, and a demonstrated commitment to equity of access and opportunity for students and staff to learn, work and grow, you will join a dynamic senior leadership team and support decision-making through the development of authentic relationships, consultation and consensus-building.

Reporting to the Director of Education, you will serve as a senior instructional leader, and lead policy and budget development. This is an exciting opportunity to work with a positive, supportive and student-focused Board of Trustees and an integrated senior management team focused on supporting student success. Your honesty and integrity are essential in this team environment, along with a combination of education, experience and achievements that will command respect within the Peel educational system.

As Associate Director of School Support Services, you will work closely with the Director of Education, the academic Associate Directors and the Associate Director of Operational Support Services to achieve the goals of the organization. This includes coordination of the *Plan for Student Success* process (the strategic plan for the Board), integration of the work of schools and Superintendents of Education, and monitoring of progress in achieving identified targets.

As the ideal candidate for this executive role, you will be an adaptable, accomplished communicator with a talent for systems planning and the excellent analytical, organizational and management abilities required to function productively in a complex educational system. Above all, you will demonstrate outstanding skills in working with students, parents, union and non-union staff groups, faith leaders, diverse communities and community members, Trustees, governments and the media.

With a current Supervisory Officer Certificate, and experience as a member of the senior team within a school board organization, you bring an experience-based understanding of the functions of School Success Planning and monitoring, budget development, resource allocation, staff hiring and retention, and staff negotiations. Skilled in long-range planning and able to integrate the goals of a school board's Strategic Plan with School Improvement Planning, as well as provide leadership and implement difficult decisions, you know how to motivate others by creating an effective internal communications network, resulting in all levels of staff working together to identify opportunities and solve problems based on established priorities.

Creative, innovative, and forward-looking, with the confidence to examine alternative methodologies, and a collaborative approach to team-building, delegation and participatory skills that results in informed decision-making, you are also a persuasive negotiator with a proven ability to compromise and/or mediate conflicting demands and priorities. Training in investigations would be an asset.

The Peel District School Board offers a competitive salary at the senior level, an excellent benefit package and a challenging work environment.

Interested, qualified candidates should complete the application kit available at www.peelschools.org/jobs/jobpostings. Please return your completed application electronically, no later than **4:00 p.m. on Tuesday, May 21, 2019**, to Janice Mueller at janice.mueller@peelsb.com.

We appreciate the interest of all applicants, but will only be interviewing selected candidates. For the safety of students, all school board staff need to provide a satisfactory criminal record check prior to the

commencement of employment.

The Peel District School Board is committed to equity in employment. We will provide reasonable accommodation, based on any of the Human Rights protected grounds, during the hiring process if advised in advance.