



Halton District School Board Superintendent/Executive Officer of Facilities Services

Are you an executive leader of Facilities who wants to inspire and guide the Facilities and Planning work of a rapidly growing and changing school district, including facility operations, planning, environment and sustainability, custodial services, building renewal, pupil accommodation, capital construction and all other matters related to physical plant and school board sites? As a member of Halton District School Board's Senior Team, are you ready to build effective strategic partnerships with internal and external stakeholders to ensure that current and future student accommodation needs can be met while ensuring safe, inclusive and welcoming schools with conducive learning environments are provided to all students and staff? If this sounds like you, read on.

The HDSB is seeking a leader who will embrace a highly accountable, highly visible mandate for a collaborative, innovative leader who will drive sustainability initiatives while overseeing buildings and assets in support of the HDSB commitment to allowing “every student to explore and enhance their potential, passion, and strengths to thrive as contributing global citizens.” As Superintendent / Executive Officer, you will lead the way in the management and development of the asset base of the HDSB and provide innovative oversight into design, construction, maintenance, plant operations, planning, and environmental and sustainability initiatives across the Board’s operations.

HDSB is a diverse district school board serving more than 65,000 students learning and growing in 88 elementary and 15 secondary schools in communities in the City of Burlington, Town of Halton Hills, Town of Milton and Town of Oakville.

Managing a 40M annual operating budget and a capital budget of up to 100M, the Superintendent/Executive Officer of Facility Services builds relationships with internal and external stakeholders and leads the Board’s Planning department working with the General Manager and provides direct leadership to 4 Regional Supervisors and indirect leadership to a team of 20 managers and approximately 335 permanent custodial staff. Responsible for maintaining relationships and managing the work of a number of contract service providers including engineers and architects, this role liaises with Ministry of Education officials to ensure that the Halton District School Board is represented on provincial committees related to Facilities.

The Superintendent / Executive Officer of Facility Services is accountable for capital projects including: new school construction, renovations, and portable placements , eliciting public/ staff and student input where appropriate, and oversees project management processes to ensure that projects are completed on time and within budget. This leader builds a list of approved architects and oversees the quality of services provided to the Board by contractors and vendors, navigates permit approval processes with municipalities and ensures that all legislative requirements are met.

This role holds responsibility for facility maintenance, operations, security, rentals, environmental control and energy management for the board and develops and implements the multi-year Comprehensive Maintenance Plan that is corrective and preventative to ensure that all maintenance and repairs are completed in a timely fashion and builds efficient waste management and water conservation programs and addresses facility improvement and modernization.

Planning related responsibilities include directing the annual planning review process which includes boundary assessments, portable requirements and site purchases as well as being responsible for the planning and financial components of the pupil accommodation requirements of the board.

As a member of the senior administration of the Board, the Superintendent / Executive Officer of Facility Services fosters an environment where human rights are valued and supported throughout the organization.

As the successful candidate you will have a high commitment to service excellence as well as the expertise and leadership approach necessary to foster outstanding delivery in all aspects of Facilities and Planning. Moreover, you will be comfortable leading in a unionized environment and experienced in interacting with multiple stakeholders with diverse interests as reflected in the HDSB's complex operations.

The incumbent will be a strategic, and a collaborative leader with highly developed project management, people management, relationship management skills and a history of effective relationships with an elected board of directors. A record of effective decision-making within the education sector is an asset.

The HDSB is seeking candidates with a University degree in Engineering, Architecture or Business which could be supplemented by professional qualifications in real estate, facilities and/or asset management.

A Business Supervisory Officer's Certificate is an asset, or an equivalent combination of education and experience. A minimum of ten (10) years' experience in a related field is required.

To apply for this senior mandate in the Halton District School Board, submit your application by **September 25, 2020** to:

Joan M. Green & Associates/LBCG c/o Frank Markel fmmphd@gmail.com

Please specify Superintendent / Executive Officer, Facilities Services, Halton District School Board in the subject line of your email.

Halton District School Board Equity Statement:

We believe that every person has a right to equitable treatment and freedom from discrimination.

The Halton District School Board recognizes the intents contained in the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code.

Upon request, we will make reasonable interview and employment accommodations during the selection process, based on any of the human rights protected grounds.

Joan M. Green & Associates/LBCG Accommodation Statement:

Joan M. Green & Associates/LBCG is mindful of the importance of championing diversity amongst candidates. The project team is fluent in current diversity, inclusion, and anti-oppression practices. We are committed to ensuring a fair and inclusive recruitment process.

Joan M. Green & Associates/LBCG fosters a culture of inclusion. We will make any appropriate accommodation based on any of the protected grounds in the Human Rights Code to support candidate participation in the recruitment and selection process. All candidates will be provided with an understanding of the expectations and requirements of the process, in order to ensure full participation of all qualified candidates.



JOAN M. GREEN & ASSOCIATES