

Assistant Deputy Minister, Ministry of Education, Student Support and Field Services Division

Do you want to have a decisive impact on the Ministry's ability to advance and support the Government's education priorities? This is a unique opportunity for a visionary educational leader to inspire and guide Ontario's Special Education, Provincial and Demonstration Schools, and Field Services working in a supportive culture of inclusion and collaboration where all voices are encouraged and heard. If you are interested in supporting the education system for students who are deaf, blind, deafblind, have severe learning disabilities, or special needs, as well as providing a vital link between the Ministry and the field on educational policy matters, this is a leadership opportunity we encourage you to pursue.

Diversity, Inclusion, Accessibility and Anti-Racism

The OPS is an innovative, responsive and accountable public service that works hard to be diverse, anti-racist, inclusive, merit-based, and equitable. Diversifying leadership is a top priority for the OPS. Our goal is to achieve parity with the Ontario labour force by 2025 for the most underrepresented groups (Indigenous, racialized and persons with disabilities) on our leadership teams.

The OPS is collecting socio-demographic information to identify potential barriers and help underrepresented groups to achieve equal opportunity to senior leadership roles. We invite you to contribute to our efforts in building a more diverse, inclusive and accessible OPS by completing our [voluntary survey](#).

Please review the [survey](#) to learn more and/or participate. If you have responded to this survey as of September 28th, 2020 or afterwards you do not need to resubmit your answers, unless you would like to adjust your responses or rescind your consent.

The OPS is an accessible employer and we offer accommodation in all aspects of employment, including the recruitment process.

Visit the OPS Anti-Racism Policy and the OPS Diversity and Inclusion Blueprint pages to learn more about the OPS commitment to advancing racial equity, diversity and inclusion.

What can I expect to do in this role?

The Student Support and Field Services Division develops policies and program directions for elementary and secondary schools and agencies in Ontario in order to foster and sustain a high-quality education system for all students in the province. The Division's work focuses on achieving two key outcomes: support of student learning and maintenance of challenging standards of achievement, preparation of all students for success in further education, work and community life and promotion of successful educational outcomes for special education students.

There are three reporting branches to the Student Support and Field Services Division:

- Provincial and Demonstration Schools Branch
- Special Education/Success for All Branch
- Field Services Branch

The Provincial and Demonstration Schools Branch (PDSB) oversees the policies and operation of schools for pupils who are deaf, blind, deafblind or have severe learning disabilities. In addition, the schools provide residential facilities for the pupils and provide alternative programs as part of a continuum of services offered by local school boards. PDSB establishes partnerships with school boards, community organizations and other government ministries to improve educational and residential programs and disseminate information to parents, staff, the medical community, the general public and other interested organizations on issues related to the education of students.

The Special Education/Success for All Branch supports the educational achievement of students with special needs through evidenced-based policies and liaises with a wide range of stakeholders/educational partners to identify issues requiring policy responses. The Branch also provides expertise to other branches of the Ministry to ensure that issues associated with Special Education are considered and addressed and ensures horizontal policy integration for inter-ministry policy initiatives that are aimed at serving children and youth with special education needs.

The Field Services Branch operates through work units in Toronto and six Regional Offices located throughout Ontario. The Branch provides operational policy leadership and monitors program implementation in the elementary/secondary education system. It clarifies ministry policies and programs to the sector and ensures field input in the development of Ministry policies.

In this role:

- The ADM will be responsible for overseeing key functions of the Provincial and Demonstration Schools Branch, Special Education/Success for All Branch and Field Services Branch.
- The ADM will oversee operational performance, financial controllership and risk management in relation to all Branch programs and services.
- The ADM will report to the Deputy Minister and is responsible for advising on the operations of the three Branches.
- The ADM has a decisive impact on the Ministry's ability to advance and support the Government's education priorities. Proposals, advice, policies and programs provided by the Division have extensive, long-term implications. Successful Division leadership and recommendations made by the ADM directly impact educational experience of students and families.
- The ADM will establish and maintain positive relationships with school boards and communities across the province in order to sustain the level of services provided at the classroom/student level for students utilizing demonstration schools and Special Education. The leader in this role supports relationships with School Boards, their administration, teaching and support staff, and students and parents.

How do I qualify?

Technical Knowledge

- Knowledge of the Ontario education system is essential to ensure that Special Education, Provincial and Demonstration Schools and Field Services are informed by an excellent understanding of the school system, together with other systems that deliver services to children.
- Knowledge of current research and leading practice in school systems across Canada and international systems is an asset, in order to ensure expertise for leading the planning and

development of Ontario's strategic policy for Special Education, Provincial and Demonstration Schools and Field Services.

Leadership and Management Skills

- The next ADM will be a leader with a track record of establishing effective programs for students, especially students with special needs, of responding empathetically to parents and advocates, and with a demonstrated capacity to listen and engage with others who offer diverse perspectives.
- The candidate will also have a record of building staff capacity by providing opportunities and strong mentorship and employing inclusive decision-making strategies to engage staff, stakeholders and senior leadership in resolving problems.

How to apply:

To be considered for this position, please send a cover letter and resume by October 28, 2020 to:

Frank Markel, JMG/LBCG Consulting for Impact

fmmphd@gmail.com

Please specify "Ministry of Education ADM Application" in the subject line of your email.



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