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Apply By: Friday, September 8, 2023 11:59 pm EDT

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Senior Manager, ARU

Organization: Ministry of Education

Division: Student Achievement Division / Curriculum, Assessment, and Student Success Policy Branch

City: Toronto

Job Term: 1 Temporary 1 Temporary (24 months) or 2 year-secondment, with possibility of extension

Job Code: M1108A - Prog Planning & Evaluation08

Salary: \$90,348.00 - \$137,895.00 Per Year

Posting Status: Open Targeted

Job ID: 202546



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Please Note:

- **This competition will be used to create an eligibility list to fill upcoming management opportunities.**
- **The job term for the successful candidate can be a 24 month contract or a 2-year secondment, with possibility of extension.**

The Ministry of Education is looking for an innovative, inclusive, and dynamic leader with strong project management, collaboration, and creative problem-solving skills to lead the design and implementation of Ontario's assessment, evaluation, and reporting policies and programs throughout Kindergarten to Grade 12.

We are looking for an inclusive manager who possesses extensive knowledge of, and experience in, strategic planning, and social policy, programs, and issues management, as well as strong stakeholder management skills and the ability to collaborate and demonstrate political acuity.

In this role, you will be responsible for Ontario's assessment, evaluation and reporting policies connected to what students learn in Ontario's elementary and secondary schools and will lead high-performing teams as they engage education and industry stakeholders, subject matter experts, and Indigenous partners. You will also act as the lead branch interface with internal and external stakeholders on assessment, evaluation, and reporting.

About us:

The Curriculum, Assessment, and Student Success Policy Branch (CASSPB) supports improved student achievement, equity and well-being through the development of policy in the areas of elementary and secondary curriculum, the kindergarten program, K-12 assessment and reporting, Ontario Secondary School Diploma (OSSD) and Certificate requirements, the Ontario Student Record and Ontario Student Transcript, and supports for English Language Learners.

The branch guides the use of learning resources and textbooks and acts as a liaison with the Education Quality and Accountability Office (EQAO) to ensure provincial assessment reflect the Ontario curriculum and inform quality student learning. CASSPB collaborates with a wide range of stakeholders across the ministry, educators, and other partners, to support student success and school and board improvement.

OPS Commitment to 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 under-represented groups (Indigenous, racialized and persons with disabilities) on our leadership teams.

The OPS invites all interested individuals to apply. As an organization that promotes equity and diversity, the OPS encourages applications from Indigenous, Black, racialized individuals, and persons with disabilities.

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](#), the [OPS Diversity and Inclusion Blueprint](#), and the [Multi-Year](#)

Accessibility Plan to learn more about the OPS commitment to advancing racial equity, accessibility, diversity and inclusion in the public service.

What can I expect to do in this role?

In this role, you will:

- Lead teams in the development, analysis, and implementation of strategic and operational policy initiatives related to assessment and evaluation of the Kindergarten to Grade 12 education system, including supporting high-profile ministry and government commitments related to assessment.
- Oversee the development and implementation of policies and initiatives related to reporting of student learning, including Ontario's provincial report cards and the Ontario Student Record
- Provide expertise and advice to senior management and ministry staff on assessment and reporting-related policy and program development and implementation options, recommendations, issues management strategies, and areas for improvement and transformation.
- Act a primary liaison between the Education Quality and Accountability Office (EQAO) and key education stakeholders related to assessment policies and operations
- Collaborate with internal and external ministry partners in the development and implementation of policies related to assessment, evaluation and reporting.
- Leads the development and implementation of communication strategies and products to promote policy and program to mitigate risk, manage critical and emerging issues and ensure stakeholders are kept informed of new programs and practices
- Lead, support, and promote a productive and supportive team environment while fostering a culture of diversity, inclusion, anti-racism, and service excellence.

How do I qualify?

Leadership, Project Management and Organization Skills:

- You have leadership experience to inspire, engage, motivate, develop and mentor staff to deliver on results
- You have demonstrated experience in leading transformational initiatives and developing innovative policy to advance the ministry's assessment and reporting process
- You are committed to building capacity and promoting a strong organizational culture of continuous improvement, coaching and excellence.
- You have the ability to manage financial resources and reporting, including the development of multi-year budget and resource plans to ensure policies adhere with Ministry strategic objectives.

Technical Knowledge and Expertise:

- You have a strong understanding of the education sector to inform assessment, evaluation and reporting policy development and implementation.
- You have experience managing the gathering of business intelligence, research, and specialized expertise to inform policy development.
- You have experience in consultation and negotiation methods, techniques and best practices; and new and emerging trends in communications to manage stakeholder and key education partner relations, including with Indigenous partners

Communication and Relationship Management Skills:

- You have proven experience engaging, building, and maintaining relationships with a wide range of diverse internal and external partners
- You have demonstrated experience communicating and presenting complex and sensitive information to senior leaders/stakeholders
- You have a collaborative leadership style and recognize the value of working horizontally with internal and external stakeholders with diverse perspectives.
- You demonstrate superior written and oral communication skills to articulate strategy, direction, advice and recommendations

Political Acuity:

- You demonstrate political acuity and judgment skills to anticipate and manage contentious issues and to identify mitigating strategies.
- You can recognize and respond to politically sensitive issues and their potential implications in an organization with high public profile and scrutiny.

Additional Information:

Address:

- 1 Temporary, duration up to 24 months, 315 Front St W, Toronto, Toronto Region

Compensation Group: Management Compensation Plan

Schedule: 6

Category: Management and General

Posted on: Friday, August 18, 2023

Note:

- T-EU-202546/23

How to apply:

1. You must apply online by visiting www.ontario.ca/careers. You must enter the job id number in the Job ID search field to locate the job ad.
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 team will contact you within 48 hours.

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 **Friday, September 8, 2023 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.

Job advertisements for positions that have been designated bilingual will be provided in both English and French on the website. Positions that are not designated bilingual are not translated and are displayed in English only on both the English and French versions of the website.

Les annonces d'emploi pour les postes désignés bilingues sont publiées en anglais et en français sur le site Web. Les annonces pour les postes qui ne sont pas désignés bilingues ne sont pas traduites et elles figurent en anglais seulement, tant dans la version française que dans la version anglaise du site.

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

Note: The only website where you can apply on-line for positions with the Ontario Public Service is <http://www.gojobs.gov.on.ca>

 [Apply Online](#)