



LEADERSHIP OPPORTUNITY – SUPERINTENDENT, CHIEF EXECUTIVE OFFICER

THE SCHOOL DISTRICT

Our Board is seeking an outstanding leader to serve as Superintendent and Chief Executive Officer, effective August 1, 2022.

We are grateful to live, work and play on the unceded, ancestral territories of 14 First Nations representing the Dakelh, Nedut'en and Wet'suwet'en peoples. We serve 1,339 Indigenous learners (40% of the student population), and with the support of a highly engaged Indigenous education department, we are working diligently towards creating equity for our learners.

Our district encompasses five municipalities: the Districts of Fort St. James and Vanderhoof, and the Villages of Fraser Lake, Burns Lake and Granisle. The Board of seven trustees, representing the communities they serve, demonstrates effective governance and sound decision making.

In the Nechako Lakes School District we see people first. Our [Strategic Plan](#) goals are supported by an invested staff who share an authentic commitment to the district. We offer rich opportunities in 18 school settings to a diverse student population of 2,900, with an additional 1,200 students enrolled in our exceptional virtual distance learning program, EBUS Academy. We take great pride in each of our nine elementary schools, three elementary-secondary schools, three secondary schools and three alternate schools. The district has an annual budget of \$66,000,000 and employs approximately 880 staff.

THE POSITION

This position calls for a highly skilled and experienced educator with a broad experience base to continue the fine work underway in the district. Supported by a sound Strategic Plan and a comprehensive strategic workplan, the Superintendent plays an integral role in realizing the district mission to: *Achieve educational excellence in an environment that honours diversity and personalized learning.*

The Superintendent must be committed to meaningful engagement with staff, students, partners and Indigenous communities. The position requires the Superintendent to be highly visible and engaged with students, schools, staff, parents and rightsholders, and also within the communities we serve. Success in a unionized environment, sustaining positive labour relations, is essential.

THE COMMUNITIES

With year-round recreational activities in a spectacular natural setting, we offer a warm, small-town atmosphere where relationships are key. While each of our communities is unique, they all offer the same welcoming support for quality education.

The Superintendent will understand and have respect for a rural lifestyle.

THE CANDIDATE

The Board is seeking a Superintendent who leads by example, makes time for people; and who will foster a caring and respectful district culture.

The successful candidate will:

- Have the expertise to work productively with the Board, and support the Board's governance responsibilities
- Have a demonstrated understanding of, and success supporting, Truth and Reconciliation
- Utilize a solid knowledge and experience base of current directions in Indigenous education to support the success of Indigenous learners
- Possess an empowering leadership style, recognizing the strengths and talents of employees while supporting their growth and development
- Have a passion for inclusion based on sound understanding and experience in supporting diverse learners and their success
- Be committed to collaboration and requisite skills to co-create initiatives and solutions to problems
- Possess demonstrated ability to nurture relationships, be genuine and build trust
- Have demonstrated success in addressing issues with calm and confidence, and in confronting difficult matters
- Have a track record of thoughtful approaches to decision-making
- Be proficient at all forms of communications
- Be skilled with effective engagement strategies, inviting and being open to feedback, honouring participants' contributions
- Have an appreciation for, and facility with, data and evidence
- Be committed to relationships with parents, valuing and respecting their contributions
- Be reflective and a systems thinker
- Have exceptional emotional intelligence.

A Master's degree in Education and certification as a teacher in British Columbia are requirements.

APPLICATIONS

Completed applications, in a [single PDF package](#), are to be captioned *Superintendent Search* and emailed to suptsearch@sd91.bc.ca by 3:00 pm on January 19, 2022.

Questions can be directed to our search adviser:

Anne Cooper
email: azcooper@mac.com
phone: 250-814-4807

SUPERINTENDENT/CEO SEARCH TIMELINES AND APPLICATION REQUIREMENTS

RECRUITMENT TIMELINES

- ⇒ Applications close at **3:00 pm PST** on **January 19, 2022**.
- ⇒ Candidates will be notified no later than **February 4** of their status.
- ⇒ Interviews are scheduled, over a two-day period, with Preliminary interview activities taking place during the day of **February 16**.
- ⇒ Final interviews will take place during the day of **February 17**.
- ⇒ It is anticipated that the successful candidate will assume the position **August 1, 2022**.

APPLICATION PACKAGE REQUIREMENTS

Cover Letter

Please submit a cover letter describing your particular interest in the position, current role and key responsibilities you have had related to the position of Superintendent/CEO.

Résumé

A complete and up-to-date résumé must be provided, clearly describing:

- ⇒ all relevant education;
- ⇒ all job and leadership experiences related to the role;
- ⇒ provincial and/or community involvement/committees; and,
- ⇒ any awards or certificates of recognition.

Supporting Documentation

Letters of reference are not required but will be considered.

References to Be Contacted

A one-page list, with contact emails and two phone numbers (office or home or cell) of professional references, including one from each of:

- ⇒ Trustees
- ⇒ Superintendent (for candidates not in the role)
- ⇒ Secretary Treasurer
- ⇒ Indigenous Education Committee Representative
- ⇒ District Parent Advisory Committee Representative
- ⇒ Teachers' Association
- ⇒ CUPE
- ⇒ Principals' Association
- ⇒ District Office colleagues

Application Submission

Please note that applications through the Apply Online feature at Make A Future will not be accepted. **All documentation is to be submitted in a single pdf.** Applications close at **3:00 pm PST** on **January 19, 2022**. Completed applications are to be emailed to:

suptsearch@sd91.bc.ca