



BRANT HALDIMAND NORFOLK
Catholic District School Board

Superintendent of Education

Reports to: Director of Education

Location: Central Office(s) of the Board

Start Date: October 1, 2023; Duration: Permanent

Salary: \$154,056.00 per year

The Brant Haldimand Norfolk Catholic District School Board invites applications for the position of Superintendent of Education.

Under the direction of the Director of Education, the Superintendent of Education will work collaboratively as a member of the senior administration team to ensure program development, implementation, and monitoring of the Board's Multi-Year Strategic Plan. The Superintendent of Education will provide strategic and operational leadership at the system level, working collaboratively with Principals and other staff throughout the system. The Superintendent of Education will assist Senior Administration in setting and implementing the annual system priorities and operational directions for the Board including programs and services, system supervision, as well as providing support and direction to assigned staff at the system and school level.

This is an exciting opportunity to join a dedicated and dynamic staff. The successful applicant will have:

- to be a member of the Catholic Church and dedicated to the ideals of Catholic Schools.
- superior communication and interpersonal skills.
- demonstrated curriculum leadership and the ability to lead student achievement initiatives in schools.
- demonstrated educational leadership.
- a track record for innovation and change management.
- demonstrated problem-solving skills and the ability to foster positive working relationships with staff and parents.
- demonstrated involvement within a parish community.
- Demonstrated ability to implement strategic directions; enhance community partnerships; inspire teachers and support staff.
- Demonstrated experience implementing Government of Ontario Legislation; the Education Statutes and Regulations of Ontario; Ministry of Education Guidelines and Board policies.
- Demonstrated ability to develop, monitor and evaluate a strong team of school administrators to support excellence in education from a Catholic perspective.

QUALIFICATIONS AND EXPERIENCE:

- Supervisory Officer's Certificate from the Ontario Ministry of Education (or ability to complete qualifications in accordance with the *Education Act*).
- Member in Good Standing with the Ontario College of Teachers.
- Experience as a principal is an asset.
- Religious Education Specialist certificate or an academic background in Religious Education is an asset.
- Ontario College of Teachers Certification of Registration and Certificate of Qualifications.
- Strong understanding of Student Success and Catholic School Effectiveness.

KEY JOB REQUIREMENTS:

Reporting to the Director of Education and as a member of the senior administration team, the successful candidate will be responsible for:

- the supervision of a family of schools, principals; and
- other functions related to system level portfolios.

APPLICATIONS MUST INCLUDE:

In addition to the qualifications and experience outlined above, all candidates are expected to provide the following documents for a complete application package:

1. A cover letter and complete curriculum vitae providing evidence of the required qualifications.
2. Current Certificate of Qualification as issued by the Ontario College of Teachers.
3. Current pastoral reference from a Roman Catholic priest (must be dated within six (6) months of application).
4. A statement of philosophy of Catholic education highlighting experiences and examples of personal commitment to Catholic faith and witness (1 to 2 pages).
5. A current written professional reference from the applicant's current Director of Education.
6. The names and contact information of two (2) additional professional references from the applicant's current or previous work environment.
7. Written authorization to contact all references must be included with the application.

Applications must be submitted through Apply to Education – www.applytoeducation.com by **Friday, September 1, 2023 at 4:30 pm**. Job Category: Teachers, Principals & Superintendents; **ATE Job Posting # 3565070**; Posting Date: **Wednesday, August 9, 2023**

About Us:

As a Catholic Learning Community, the Brant Haldimand Norfolk Catholic District School Board provides faith formation and academic excellence, which enables our graduates to live a life of love and service in Christ. The Brant Haldimand Norfolk Catholic District School Board provides a Christ-centered education to approximately 12,000 students within 28 elementary schools, 3 secondary schools and a multisite Alternative Education school and 3 administrative offices.

The Board currently employs over 1500 permanent staff and approximately 350 casual and occasional staff which includes teachers who are supported by a team of consultants, principals and administrators and non-academic staff who work to ensure the best possible facilities, supports and resources are available to our students and the system. The Board encompasses the broad geographical area of the City of Brantford and the counties of Brant, Haldimand and Norfolk. We are located approximately one hour west of Toronto, one hour east of London and one hour south of Kitchener-Waterloo.

Equity, Diversity and Inclusion Statement

The Brant Haldimand Norfolk Catholic District School Board believes in giving each and every applicant an equal opportunity to succeed on their own merit and we strive to hire staff that reflect and support the diverse perspectives, experiences and needs of our students and our communities. We remain committed to upholding our Catholic values of equity and inclusion in our living, learning and work environments. Therefore, in pursuit of our values, we seek members who will work respectfully and constructively with differences and across the district in actualizing the Board's Multi-Year Strategic Plan. We actively encourage applications from individuals from all groups and specifically those groups that may experience systemic barriers. We value and respect the contributions that each person brings to enriching the Board and are committed to ensuring full and equal participation for all in the communities that we serve.

Accessibility and Accommodation Statement

We also recognize our duty to accommodate and to foster a culture of inclusion. Consistent with our Catholic social teachings and virtues, we will make any appropriate accommodation based on any of the protected grounds in the Human Rights Code to support candidate participation in the hiring process. When contacted, candidates will be provided with an overview of the various elements of the hiring process. If you require accommodation for reasons of disability in the application or interview process, please email your request to resumes@bhncdsb.ca in advance of any part of the process. All information received relating to a candidate's required accommodation will be addressed confidentially by Human Resource Services.

We thank all applicants for their interest, however, only those considered for an interview will be contacted.

Rick Petrella
Chair of the Board

Michael McDonald
Director of Education & Secretary



**BRANT HALDIMAND NORFOLK
CATHOLIC DISTRICT SCHOOL BOARD**

322 Fairview Drive, P.O. Box 217, Brantford, ON N3T 5M8
T 519-756-6369 E info@bhncdsb.ca

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www.bhncdsb.ca