DIRECTOR OF INSTRUCTION

Preparing today's learners for tomorrow's world
Instruissions nos jeunes pour le monde demain

An exciting opportunity for a dynamic leader

Centrally located on Vancouver Island, School District 69 (Qualicum) serves a stable student population of approximately 4700 students on the traditional territories of the Coast Salish People. We are honoured to be learning within a number of culturally vibrant communities, encompassing the unceded traditional territories of Qualicum and Nanoose First Nations, Nanoose Bay, Parksville, Qualicum, Errington and Bowser.

Our communities are filled with beautiful scenery, endless outdoor opportunities and incredibly welcoming people. School District 69 (Qualicum) welcomes community organizations and community members into our schools. Parents, seniors, peer and intergenerational mentors can be found in various programs throughout our district.

Reporting to the Associate Superintendent, as the Director of Instruction, you are a member of the District Leadership Team and have overall district responsibility for leading education and instructional excellence in support of SD69’s Education Plan. In addition, you are responsible for:

- Working with the Associate Superintendent in the development and implementation of programs to improve instruction and learning (K-12);
- Leading in the implementation of the BC Graduation Program;
- Leading in areas of accountability and enhancing student learning;
- Supporting the Associate Superintendent in district wide safety programs;
- Leading in development of a positive organizational culture;
- Overseeing the Board’s communication program;
- Overseeing the district’s language programs;
- Supporting and supervising principals and vice-principals;
- Overseeing post-secondary and dual credit programs; and,
- Leading in a wide range of district programs and initiatives as a member of the District Senior Leadership Team.

As a district leader, you will plan and manage budgets, identify opportunities for growth and change and foster a positive, respectful workplace focused on student learning. Your knowledge of innovative educational practices and
collaborative models of support, and your passion and vision for how students may achieve their own unique potential, will serve you well in this complex role.

You will embrace our communities, diversity and respect and honor the Indigenous cultures and relationships within our school district. Your ability to build positive, sustaining relationships with staff, students, parents and community partners who share your vision of an inclusive and invigorating learning culture for our students is essential. You will also liaise with the Ministry of Education, Ministry of Children and Family Development, provincial resource programs and other organizations that have an interest in the success of students in our district.

As a seasoned professional, your well-developed sense of organization, problem solving and conflict resolution skills are accompanied by your ability to manage time and administrative tasks efficiently in supporting the school community. You value the input of all community partners and stakeholders and communicate in an open and transparent way.

Preference will be given to candidates with a Master’s Degree in Education, Leadership, or a related field. You must hold or qualify for a valid B.C. Professional Teaching Certificate and have a minimum of 5 years’ school or district level administrative experience. You have a successful portfolio of experiences gained through working in a variety of schools (elementary and secondary) and have demonstrated experience leading initiatives, including education technologies, at a school or district level. Experience in French Immersion programs will be considered an asset, as will experience in working with Indigenous learners and communities, and having successful experience supporting vulnerable learners.

To apply, submit your resume, along with the names of three professional references and supporting documents by April 3, 2019 online by clicking apply now at:


We thank all applicants for applying; however, only those applicants shortlisted will be contacted.