



SUPERINTENDENT OF SCHOOLS/CEO YELLOWKNIFE EDUCATION DISTRICT No. 1

The Board of Trustees invites applications for the position of Superintendent of Schools/CEO for Yellowknife Education District No. 1. Duties will commence August 1, 2021 or as mutually agreed.

THE DISTRICT

Yellowknife Education District is the largest school district in the Northwest Territories currently serving approximately 2,125 students who attend 6 schools, all of which are within 20 minutes of the District office. Approximately 250 staff deliver or support JK to Grade 12 programming including some innovative alternative offerings. The District also provides Superintendent services for the Ndilo and Dettah DEAs.

The seven-member publicly elected Board of Trustees is committed to positive innovation and change. Its four strategic priorities are to ensure all students:

- ✓ reach their highest level of learning
- ✓ receive programming which responds to their diverse learning needs in a respectful and inclusive manner
- ✓ are engaged in Indigenous Languages, perspectives, and culture-based education
- ✓ engage in healthy lifestyles and respectful and caring relationships

The District operating budget for 2020/21 is over \$38,000,000.

THE CITY OF YELLOWKNIFE

Yellowknife, the "Diamond Capital of North America", is the capital city of the Northwest Territories. It is home to over 19,000 residents. Yellowknife is a young community, with a median age of 32.3. Four airlines provide excellent daily service; there is a year-round southern highway link.

Numerous tourists visit Yellowknife, attracted by the northern lights, fishing, dog sledding, wilderness camping, recreation and cultural events, and community festivals. The City offers a standard of living comparable to anywhere in Canada!

Yellowknife is a centre of government services; its economy is fueled by diamond mining and exploration.

THE CANDIDATE

The Board seeks a student-focused, visionary leader and coach who has the ability to work within this northern cross-cultural environment. An ability to establish a respectful, positive working relationship with the Board of Trustees; an ability to work effectively with the Department of Education, Culture and Employment and other partners; and an ability to focus schools toward the achievement of District priorities is required.

Candidates will have successful experience in a variety of public school leadership positions, hold a Master of Education or related degree, and qualify for teaching certification in the Northwest Territories.

The successful candidate will reflect current managerial thought and practice, will ensure a psychologically safe environment for students and staff, be conversant with current communications tools, have an understanding of and a commitment to enhance learning and organizational effectiveness, be sensitive to and understanding of Indigenous culture, history and current context, welcome effective parental involvement. possess an ability to bring out the best in others, and to be committed to personal involvement in the community.

MORE INFORMATION

The District: www.yk1.nt.ca
The City of Yellowknife: www.yellowknife.ca
GNWT Department: www.ece.gov.nt.ca

Although the competition will remain open until a suitable candidate is found, applications received by November 20, 2020 will be assured careful consideration.

APPLICATIONS

Email by November 20, 2020 a cover letter, resume, most recent evaluation and a list of at least five education references, in one single pdf file, to:

Mr. Terry Gunderson
Alberta School Boards Association
E: tgunderson@asba.ab.ca
P: 780.451.7116

Educating for life!



Yellowknife Education District No. 1

SUPERINTENDENT OF SCHOOLS/CEO

IDEAL CANDIDATE PROFILE

1. Education

- ♦ Master's degree in education or a related area is required
- ♦ Must qualify for teaching certification in the Northwest Territories
- ♦ Knowledgeable of current educational research, issues and trends

2. Experience

- ♦ Successful experience in a variety of public school leadership positions, including school-based and /or central office administration
- ♦ An understanding of and support for the complexities of working with an elected Board
- ♦ Demonstrated instructional leader

3. Student Focus

- ♦ Devoted to meeting student needs first, in a 21st century context
- ♦ Ensures the delivery of quality education to each student
- ♦ Strong commitment to student achievement and success in all curricular areas
- ♦ Committed to healthy lifestyle, citizenship, and character development of students

4. Fiscal Management

- ♦ Ability to supervise financial operations
- ♦ Ability to lead and supervise the budget process
- ♦ Uses available resources effectively and efficiently to meet strategic priorities and statutory requirements
- ♦ Ensures financial processes are prudent, accountable, and readily understood by the public

5. Northern Education

- ♦ Ability to work within a northern, cross-cultural environment

6. Aboriginal Education

- ♦ Sensitive to and understanding of Aboriginal culture, history and current context
- ♦ A commitment to improving Aboriginal student academic achievement

7. Leadership Skills

- ♦ Committed to innovative and visionary leadership, building on current District strengths
- ♦ An ability to quickly become knowledgeable of, and conversant with legislation, Department of Education, Culture and Employment policies, programs and funding mechanisms, to maximize the District's ability to access existing and emerging opportunities
- ♦ Demonstrated ability to develop a team of professionals who are united and motivated to meet the needs of all learners
- ♦ Enthusiastic supporter of inclusive and special needs education, and an ability to meet the unique challenges of our students with special needs
- ♦ Politically astute; advocates effectively for the District
- ♦ Ability to establish a respectful, positive working relationship with the Board of Trustees

- ◆ Ability to work effectively with the Department of Education, Culture and Employment and other partners – local, regional, and territorial
- ◆ Skilled strategic planner
- ◆ Ability to unify schools toward common District purposes
- ◆ Commitment to strong Career and Technology Studies and fine arts programming
- ◆ Committed to an inclusive, collaborative, and transparent approach to decision-making, balanced with the strength to make necessary, possibly unpopular, decisions
- ◆ Ability to build a culture marked by innovation, success and collaboration
- ◆ Ability to nurture a unique organizational culture for the District marked by staff wellness and positive working relationships
- ◆ Sets high standards and holds him/her self and others accountable for meeting those standards
- ◆ Achieves the goals set by the District and the Board
- ◆ Displays personal humility, coupled with the ability to produce sustained results
- ◆ Displays knowledge of the policy process and an ability to facilitate the Board's work regarding policy issues

8. Personal Skills and Attributes

- ◆ Strong work ethic
- ◆ Demonstrates warmth, openness, and a sense of humor
- ◆ Professional, approachable, well-developed interpersonal skills
- ◆ Has high ethical standards:
 - A role model
 - Trustworthy
 - Responsible
- ◆ Demonstrates integrity, positive moral values; is honest, courageous to do the right things, fair, open-minded
- ◆ Supportive team-building skills and ability to bring out the best in others
- ◆ Celebrates the successes and recognizes the achievements of others, while accepting responsibility for organizational failures
- ◆ Committed to continuous improvement of self, others, and the organization
- ◆ Committed to involvement in the community

9. Communications Skills

- ◆ Strong written and oral communication skills
- ◆ Proactive and effective in internal and external communications resulting in community understanding and support of Board direction
- ◆ Solicits, interprets, and utilizes feedback effectively
- ◆ Provides clear direction, consistent with Board and Department mandates
- ◆ Refined conflict resolution skills
- ◆ Positive ambassador for the District
- ◆ Works effectively with media to profile the successes of the District, and to deal with problems in a manner which builds public confidence
- ◆ Conversant with current communications tools
- ◆ Purposefully visible in schools

10. Management Skills

- ◆ Strengths in planning, delegating, performance management, time management, assignment of responsibilities and ensuring successful completion of tasks
- ◆ Ability to mentor staff for maximum effectiveness and to utilize their unique strengths and talents
- ◆ An ability to effectively manage and implement change
- ◆ An understanding of and commitment to the advancement of technology to enhance learning and organization effectiveness
- ◆ Demonstrates effective labour management skills
- ◆ Embraces a positive safety culture