

## **SUPERINTENDENT OF EDUCATION/CHIEF EXECUTIVE OFFICER**

The Pembina Trails School Division is looking for a passionate and dynamic educational leader to assume the duties of Superintendent of Education/CEO effective July 1, 2024. The Superintendent/CEO will have the opportunity to work with a School Division strongly committed to educational excellence, inclusion, reconciliation, anti-racism, and collaborative decision-making. The Division serves over 16,700 students in 36 schools in the southwest part of Winnipeg. As one of the fastest growing divisions in Manitoba, with two (2) more K-8 schools in the provincial approval queue, the division employs approximately 2,000 full and part-time teaching and non-teaching staff and has an annual budget of approximately \$200 million. Pembina Trails is a vibrant and active multi-cultural and multi-lingual community with a robust and growing French Immersion program alongside our English Program. The Pembina Trails community endeavours every day to live into the mantra that our students can *#AccomplishAnything* they set their minds to with appropriate supports in place.

As Superintendent and CEO for the School Division, reporting to the Board of Trustees, the successful candidate will provide leadership to the Board of Trustees in determining the educational direction of the school system and assist the Board in planning for and organization of the system. As educational leader, the Superintendent will model and adhere to the Mission, Vision and Values of Pembina Trails. The Superintendent will exercise general supervision over all schools, programs, employees, properties, and services within the Division and will hold final administrative authority for the execution of Board policies, regulations, and directives. The incumbent will work to advance the development and execution of approved strategies which are intended to maximize the educational success of all students. The successful candidate will work alongside the Board of Trustees in its commitment to a focus on equity to impact policy, administrative action, de-colonization and anti-racism instructional practice, and workforce representation. To that end, we encourage applications from the full breadth of diversity within Canadian society.

### Applicants will have:

- A demonstrated commitment to excellence in teaching and learning
- A demonstrated commitment to professional development and personal growth planning
- A demonstrated commitment to the development and support of a learning community that values, and practices shared decision-making, divisional planning, and school-based planning
- Excellent skills in interpersonal communication, problem-solving, facilitation, and technology
- Demonstrated success working as a member of a collaborative team
- Knowledge of current and emerging issues in Education
- An understanding of governance, educational finance, and the budget process

### Qualifications:

- Extensive and varied teaching and administrative experience
- Master's Degree in Education or related fields
- Ability to communicate fluently in both of Canada's Official Languages will be an asset
- Valid Manitoba Teacher's Certificate or equivalent
- Valid Manitoba Level II Principal's Certificate or equivalent

Applicants are requested to submit a comprehensive resume including a Statement of Educational Philosophy and the names of three (3) references, all of whom have direct knowledge of the applicant's performance in the current or recent assignment. Please forward applications by 4:00 p.m. January 17, 2024, to:

### **Superintendent Search Committee**

c/o Tim Johnson, Chair of the Board

Pembina Trails School Division

181 Henlow Bay Winnipeg, Manitoba R3Y 1M7

Email: [Superintendent.Search@pembinatrails.ca](mailto:Superintendent.Search@pembinatrails.ca)

*Accomplish Anything*