



# Grande Prairie <sup>and District</sup> Catholic Schools

## DIRECTOR OF INSTRUCTION (OUT OF SCOPE) CATHOLIC EDUCATION CENTRE, GRANDE PRAIRIE, AB

Applications are now being accepted for the position of Director who will meet the needs of students and staff in all schools but be based out of the **Catholic Education Centre (Grande Prairie)**. This 12-month position starts **August 1, 2018**.

### Our Region

The Grande Prairie region is home to a diverse economy that includes agricultural, oil & gas, forestry, and post-secondary services through our local college.

Grande Prairie & District Catholic Schools currently serves the educational needs of 5000 students and is one of the fastest growing communities in Alberta. Within the District there are ten urban schools along with four schools in the outlying rural communities. We offer a range of programming to meet the needs of every learner. GPCSD is progressive, dynamic, and focused on academic achievement and the spiritual formation of our staff and students. For more information, visit our District website at [www.gpcsd.ca](http://www.gpcsd.ca)

### Qualifications:

The applicant will have a proven track record of working collaboratively with the Superintendent, staff, and other educational partners. The successful candidate will have a proven track record of successful teaching experience and leadership with the overarching belief that all students can learn.

Reporting to the Superintendent and Assistants, this position will be of interest to those who are flexible and responsive to the dynamic educational environment.

### You...

- understand the value of faith-based education and adhere to an active Catholic lifestyle and leadership within the local Catholic parish
- are courageous and genuinely want to make a difference
- currently excel in providing educational leadership to schools and display exceptional organizational skills
- possess outstanding communication skills and have expertise in conflict resolution
- demonstrate a commitment to continuous improvement of yourself, others and the organization
- have successful broad-based administration experience as well as outstanding interpersonal skills
- are positive, progressive, and possess comprehensive knowledge of teaching pedagogy and systems that support learning
- inspire trust and confidence among your colleagues
- committed to a collaborative, evidence-based, decision making approach

- are equipped with an impressive work ethic and enjoy working in a team environment
- are prepared to actively contribute to the current culture of excellence in leadership and instruction
- are prepared to actively support the roles of Superintendent and the District in a variety of areas
- hold a valid Alberta Teaching Certificate
- possess a graduate degree in Education and are prepared to further your knowledge and skill-set

### The Candidate

The candidate will be responsible for (but not limited to) supporting Superintendents, Administrators, and other Catholic Education office personnel through:

- Formal mentorship with a focus on Instructional Leadership
- Supporting the implementation of District Priorities and Strategies
- Designing and presenting professional development opportunities
- Assisting with the Design and Project Management of school construction and modernization
- Assisting with the development of Professional Learning Plans and School Plans
- Overseeing and fulfilling the mandates of the Leadership Quality Standard
- Monitoring and overseeing specific program budgets
- Establishing and monitoring accountability measures
- Understanding and supporting the roles of Superintendent and the Board of Trustees
- Other duties may be assigned by the Superintendent

### Applications

The competition will remain open until a suitable candidate is found. Applications received prior to May 2, 2018 at 4:30 PM, are assured careful consideration.

Applications should include a letter of interest, a curriculum vita and a list of at least three recent professional references. Include job title in subject line.

**Karl Germann, Superintendent**  
**Grande Prairie & District Catholic Schools**  
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