

# SUPERINTENDENT/CEO RECRUITMENT APPLICATIONS

Due to the retirement of the incumbent, the Board of Trustees invites applications for the position of Superintendent/CEO for Elk Island Public Schools. Duties will commence July 1, 2023, or as mutually agreed.

## The Division

As the sixth largest school division in Alberta, Elk Island Public Schools serves approximately 17,500 students. There are a total of 43 schools in the Division, 19 in Sherwood Park, five in Strathcona County, six in Lamont County, nine in the city of Fort Saskatchewan and four in Vegreville and the County of Minburn. French Immersion K-12 is offered at six designated schools. The Division is home to three Christian schools, known as alternative programs and two Hutterite colony schools. Students also have access to a continuum of classroom supports, including Play And Learn at School; pre-kindergarten; specialized learning environments; early intervention and counselling services; and consultative services, such as speech language, hearing, vision, occupational therapy and physical therapy.

There are also myriad educational opportunities that take place within, and outside, the classroom, including:

- four language or cultural programs—English, French, German, and Ukrainian;
- three academic programs—Advanced Placement, International Baccalaureate and Junior High Honours;
- extensive specialized programs;
- faith-based programs—Alternative Christian and Logos Christian; and
- Next Step Outreach.

The Division utilizes a Four-Year Education Plan to provide direction for each four-year trustee term of office. The current plan has the following three priorities: (1) Promote growth and success for all students, (2) Enhance high-quality learning and working environments and (3) Enhance public education through effective engagement. The trajectory regarding measurable student achievement divisionwide has been a positive one for the past number of years.

The Board of Trustees consists of nine members who are elected by ward and subdivision, one from the County of Minburn, one from Lamont County, two from Fort Saskatchewan, two from rural Strathcona County and three from Sherwood Park.

Strong fiscal management has resulted in prudent reserves, expenditures to address student needs and a focus on value for money.

## The Region

The Division begins at the eastern boundary of Edmonton and extends to include urban and rural areas to the east including Strathcona County, Lamont County and the County of Minburn. Farming and petroleum are the major industries. Recreational opportunities abound.

## The Candidate

The successful candidate will have exemplary interpersonal skills and staff relations, a proven track record of successful, broad-based educational leadership experience, a strong purposeful presence in schools, the ability to continue to improve measurable student results and a focus on working collaboratively and respectfully in service to the Board. The attached ideal candidate profile provides more detailed information regarding the successful candidate.

The successful candidate will be eligible for or be in a position to qualify for Alberta teaching certification, Alberta Leadership certification and superintendent leadership certification and have earned a master's degree.

## More Information

The Division office is located at 683 Wye Rd., Sherwood Park, Alberta, T8B 1N2.

Visit the Division website at [www.eips.ca](http://www.eips.ca).

## Applications

The competition will remain open until a suitable candidate is found. Applications received by **Jan. 20, 2023** are assured careful consideration.

**Email** a cover letter, curriculum vitae and a list of five professional references—one of which is a former or current Board member—with all home, cell and work telephone contact information to:

**Leroy Sloan, PhD, Sloan Consultants Ltd.**

**E: [leroy@sloanconsultants.ca](mailto:leroy@sloanconsultants.ca)**

**P: 780-293-1006**

**Our mission:** To provide high-quality, student-centred education

# SUPERINTENDENT/CEO RECRUITMENT

## IDEAL CANDIDATE PROFILE

---

### 1. Academic Qualifications

- 1.1. A master's degree as a minimum;
- 1.2. Be eligible for or be in a position to qualify for Alberta teaching certification, Alberta Leadership certification and superintendent leadership certification; and
- 1.3. Significant, successful, broad-based K-12 public educational leadership experience at the school and division levels.

### 2. Student Focus

- 2.1. Devoted to meeting student needs first and makes decisions based on what is best for students;
- 2.2. Demonstrate ability to continue to improve measurable student outcomes;
- 2.3. Ensure the delivery of quality education to each student;
- 2.4. Committed to providing welcoming, caring and respectful learning and working environments;
- 2.5. Is knowledgeable of and successful in supporting First Nations, Métis, and Inuit education and
- 2.6. Demonstrated ability to develop a team of professionals united to meet the needs of all students.

### 3. Superintendent/Board Relations

- 3.1. Work effectively with the corporate Board through ongoing, open and honest communication;
- 3.2. Implement Board direction with integrity in a timely fashion;
- 3.3. Politically astute;
- 3.4. Support the Board in the fulfillment of its governance function in the fiduciary, strategic and generative realms;
- 3.5. Continue to maintain a powerful first team; and
- 3.6. Committed to and demonstrates intentional servant leadership.

### 4. Staff Relations

- 4.1. Model strong purposeful presence in schools and other Division worksites;
- 4.2. Consistently and clearly articulate the Division's mission and inspire people to work toward that mission;
- 4.3. Build instructional skills;
- 4.4. Develop leadership capacity;
- 4.5. Build positive, professional relationships with staff;
- 4.6. Effective listener and communicator;
- 4.7. Ability to mentor staff for maximum effectiveness and to utilize their unique gifts, strengths and talents;
- 4.8. Committed to a collaborative approach to decision-making, balanced with the strength to make necessary difficult decisions;
- 4.9. Set high standards and hold themselves and others accountable for meeting those standards;
- 4.10. Nurtures a positive organizational culture within the Division; and
- 4.11. Inspire trust and confidence in their leadership.

## 5. Leadership Skills

- 5.1. Demonstrates exemplary interpersonal skills and personal humility;
- 5.2. Fiscally responsible and demonstrated ability to optimize financial operations for maximum student advantage;
- 5.3. Strong strategic planning and reporting skills;
- 5.4. An ethical leader who demonstrates personal and corporate integrity;
- 5.5. Innovative, inspiring and visionary leader who builds on current Division strengths; and
- 5.6. Demonstrated commitment to continuous professional learning for self and others.

## 6. Community Connections

- 6.1. Committed to building strong working relationships within the Division and with community stakeholders;
- 6.2. Strong public relations skills that result in positive ambassadorship within and for the Division;
- 6.3. Lead Elk Island Public Schools in increasingly becoming the Division of choice;
- 6.4. Seek out new opportunities for collaborative partnerships at municipal, provincial and national levels;
- 6.5. Facilitate strong public engagement in a manner that strategically advances the interests of the Division;
- 6.6. Work effectively with parents and caregivers, School Councils and the Committee of School Councils;
- 6.7. Demonstrate strong communication and facilitation skills, including public engagement; and
- 6.8. A passionate advocate for public education.