



SUPERINTENDENT OF SCHOOLS/CEO

St. Thomas Aquinas Roman Catholic Schools

Due to the retirement of the incumbent, the Board of Trustees invites applications for the position of Superintendent of Schools/CEO for St. Thomas Aquinas Roman Catholic Schools. Duties will commence August 31, 2024 or as mutually agreed.

THE DIVISION

St. Thomas Aquinas Roman Catholic Schools is a learning community for anyone seeking a quality Pre-Kindergarten to Grade 12 Catholic education. STAR Catholic is a large urban-rural school division in Central Alberta, with approximately 4700 students and 450 staff. The Division has an annual operating budget of approximately 52 million dollars. We have 12 schools in six communities: Leduc, Beaumont, Lacombe, Drayton Valley, Wetaskiwin, and Ponoka.

Ready access to the international airport and the City of Edmonton makes this an especially attractive location. Farm, acreage, and city living provide diversity and options. It is an area with a colourful history and a promising future.

We are a publicly funded, Christ-centred Catholic community and welcome students of all faiths. We offer a learning experience that aims to inspire all with a sense of hope. Our schools provide an inclusive, safe, and supportive environment for students rejoicing in the way of Christ; we nurture a love of learning in faith-filled Catholic schools.

We believe parents are the first and most important educators of children and that schools exist to assist them in providing a high-quality education. The education of students is a shared responsibility among the home, school, and parish. We believe all students have the right to receive a sound academic education to enable them to apply learning to daily life. This guides our delivery of the authorized Alberta Program of Studies.

The School Board is comprised of seven trustees, representing Catholic parents and taxpayers, demonstrating effective governance, and providing direction to the Superintendent. The Division's central office is located in the City of Leduc.

THE CANDIDATE

The Board seeks a superintendent who is approachable, openly practices their faith and lives by Catholic values. The superintendent establishes a welcoming, caring, respectful and safe learning environment by building positive relationships with students, staff, the board, and local communities. The superintendent is a student-oriented, collaborative, emotionally intelligent professional who believes in supporting Board autonomy and governance. The superintendent is visible in the schools and community. The superintendent demonstrates leadership and decision making to meet the needs of our students. The superintendent directs school authority operations, is fiscally judicious, and strategically allocates resources. The successful candidate will nurture a positive Catholic organizational culture.

Applicants must qualify for Alberta teaching certification, have a Master's degree, and complete the Superintendent Leadership Certification program.

APPLICATIONS

This competition will remain open until a suitable candidate is found. Applications received prior to February 19, 2024 are assured careful consideration.

Interested applicants are encouraged to email by noon February 19th, 2024, with a cover letter, curriculum vitae, and contact information of five education references plus one current pastoral reference, in one single pdf file not to exceed 5 pages to:

Dr. Norman Yanitski Education Consultant
Alberta School Boards Association
E: nyanitski@gmail.com P: 780.293.8809

Interviews for selected candidates will take place on March 12, 2024. For more information, visit the division website www.starcatholic.ab.ca

IDEAL CANDIDATE PROFILE

Education:

- Must be a practicing Catholic and be a Catholic leader visible to the greater parish and school community
- Master's degree as a minimum
- Completed Alberta Superintendent Leadership Certification or in process
- Must qualify for or hold teacher certification in the province of Alberta

Experience:

- Current Catholic Educational leadership experience as a system administrator
- Previous proven track record as a principal with commitment to Catholic faith and student success

Student Focus:

- Ensures the delivery of quality Catholic education is provided to all students
- Devoted to meeting student needs first in a safe and caring environment
- Ability to optimize financial resources for maximum student benefit
- A passionate advocate for Catholic education
- Establishes the structures and supports necessary for the school community to acquire and apply foundational knowledge about First Nations, Métis and Inuit for the benefit of all
- Establishes and sustains a Catholic learning culture in the school community that promotes ongoing critical reflection on practice, shared responsibility for student success and continuous improvement

Urban/Rural Education:

- Visits schools regularly to meet and engage with staff and students
- Committed to serving in a geographically large area
- Understanding of unique urban/rural context such as transportation and student programs
- Connects and meets annually with each local community to work collaboratively for the benefit of students

Leadership Skills

- Ability to work as a team with the elected Board
- Politically astute and supports Board governance
- Ability to work effectively with Alberta Education and other partners – local, regional, and provincial
- Ability to work cooperatively with neighbouring jurisdictions
- Ability to engage regularly with principals to establish common purposes
- Committed to continuous improvement of self, others and the Catholic community
- Maintains a balance between building on current strengths and encouraging innovative new ideas
- Committed to collaborative and transparent decision making, balanced with the strength to make necessary, sometimes difficult, decisions

Communication Skills:

- Proactive in internal and external communications enhancing understanding of District goals
- Communicates using various methods with students, staff, and members of the school community (e.g., division website, newsletters, email, social media, virtually, and via local media)
- Provides recognition and a positive workplace
- Articulates a shared vision informed by research on effective learning, teaching and leadership

Management Skills:

- Fiscally responsible
- Implements actions to support the Divisions strategic plan
- Effective teambuilding skills
- Ability to prioritize and structure the organization for maximum effectiveness
- Strengths in planning, delegating, time management, and assignment of responsibilities

Personal Qualities and Attributes:

- Sincere practicing Catholic
- Demonstrates emotional intelligence and integrity
- Is approachable and is a person of principle
- Demonstrates and values ethical behaviour
- Maintains a healthy work/life balance