



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

Invites applications for position of authority

ASSOCIATE DIRECTOR OF PLANNING, FACILITIES AND STEWARDSHIP

Salary: Commensurate with Broader Public Sector Executive Compensation Framework outcomes

VISION OF CATHOLIC LEADERSHIP

The Toronto Catholic District School Board is an inclusive employer practicing fair and equitable hiring processes, and is committed to hiring the best, most qualified individuals supportive of its Multi Year Strategic Plan. We are a student-focused learning institution and we seek leaders who demonstrate powerful personal mission and commitment through action. We are committed to selecting leaders who are visionary and innovative, excellent communicators, effective administrators, excellent role models and collaborative in building and supporting Catholic communities.

As the largest publicly funded Catholic School Board in Canada, Toronto Catholic District School Board operates a large, progressive school system focused on high expectations for student achievement and 21st century learning. We serve approximately 90,000 students from JK to Grade 12 in 166 elementary schools and 32 secondary schools, each with unique histories and mandates reflecting the nature of their communities.

The Associate Director of Planning, Facilities and Stewardship is forward thinking about the Board's 21st century approach to learning, equity of outcomes, and optimal learning facilities that support the diverse needs of students, educators, researchers, academic administrators and business professionals. The ideal candidate is a creative, innovative and strategic leader who is capable of promoting the development of physical learning environments conducive to excellence in achievement, and establishing synergies between business and academic leaders within the organization.

The Associate Director of Planning, Facilities and Stewardship reports to the Director of Education and will work collaboratively with the Associate Director of Academic Affairs and the Executive Superintendent of Business Services. In this role, you will lead the system in attaining the goals of the Multi Year Strategic Plan, specifically in the priority areas of Enhancing Public Confidence, Providing Stewardship of Resources and Inspiring and Motivating Employees. The successful candidate will maintain responsibility for the strategic direction and leadership of planning, real estate, school capital development, school operations and maintenance, and transportation across Canada's largest Catholic district school board.

The successful candidate will:

- Demonstrate a commitment to the preservation and strengthening of publicly funded Catholic education.
- Provide ongoing strategic and integrated leadership in the review, implementation and refinement of all related policies, structures and initiatives.
- Demonstrate a commitment to environmental stewardship and energy conservation in exercising authority over these related fields.
- Establish effective governance and decision-making processes in support of system requirements and transformational changes by creating a collaborative decision-making environment.
- Guide, inspire and promote a culture of collaboration among different departments in support of the Board's Multi Year Strategic Plan and all related capital, renewal, planning, and real property strategic plans.
- Possess thorough knowledge of the Education Act, Provincial legislation, policies and codes, and City of Toronto by-laws, that impact the work of the departments under the Associate Director's leadership.
- Possess a deep understanding of the provincial funding model, including Pupil Accommodation and Transportation grants, as well as the approval process for development and building projects.
- Promote and develop effective partnerships with various internal and external stakeholders.

- Have 10 years of proven leadership experience in the field of planning, facilities and real estate with large, complex, public and/or private organizations.
- Understand models of governance and be able to work with and support elected officials including Trustees.
- Possess excellent communication skills, both verbal and written.
- Hold a university degree along with professional qualifications in property management, real estate or development.
- Commit to obtaining an Ontario Business Supervisory Officer Certificate, or a commitment to obtain one within two years in accordance with Ministry of Education requirements.

Barrier-Free Recruitment and Selection

The TCDSB is committed to creating an inclusive, barrier-free recruitment and selection process. Please inform Human Resources at the time of your application of any requirement for accommodation in order for us to assess all candidates in a fair and equitable manner. The need for documentation to support the accommodation request may be required prior to the implementation of the accommodation measures.

Qualified applicants are requested to submit a letter of application and resume fully detailing qualifications and experience, including a current Roman Catholic pastoral reference.

Please send to:

**Rory McGuckin, Director of Education
Toronto Catholic District School Board
80 Sheppard Avenue East
Toronto, Ontario, M2N 6E8**

Applications are due no later than November 24, 2017 by 4:00 p.m.

We thank all applicants. Only those being considered for an interview will be contacted.