



**SUDBURY  
CATHOLIC  
DISTRICT  
SCHOOL BOARD**

165A D'Youville Street  
Sudbury ON P3C 5E7  
705.673.5620  
sudburycatholicsschools.ca

**JOB POSTING:**

**SUPERINTENDENT OF SCHOOL EFFECTIVENESS**

The Sudbury Catholic District School Board provides Catholic education to 6,000 plus students in 18 schools throughout the area of Greater Sudbury. The School Board is governed by six publicly elected trustees and has over 700 staff members. The City of Greater Sudbury is centrally located in Northeastern Ontario at the convergence of three major highways. It is composed of a rich mix of urban, suburban, rural and wilderness environments. Greater Sudbury is considered a city of lakes, containing 330 lakes and has the largest lake contained within a city.

Our School Board is host to and celebrates diverse cultures and is comprised of dedicated staff committed to high quality education that inspires and promotes lifelong learning. The successful candidate will assume supervision responsibilities for managing and overseeing the Special Education Services Department, as well as a K-12 family of schools and other assigned portfolios. Superintendent portfolios are reviewed annually by the Director of Education and are subject to changes based on the needs of the Sudbury Catholic District School Board.

The successful candidate will meet the following criteria:

- Ontario Supervisory Officer's Qualifications Program (completed or in progress)
- Member in good standing with the Ontario College of Teachers
- Parts 1 & 2 Religious Education Additional Qualifications Program
- Special Education Specialist is a definite asset
- Demonstrated progressive, successful leadership experience at the school and board level
- A strong commitment to Catholic education and enhancing the school, home and parish partnership
- Proven expertise in instructional leadership and commitment to educational programs and services that upholds the philosophy and traditions of Catholic education
- Demonstrated understanding of the diverse nature of our school communities and evidence of a commitment to equity, diversity, and inclusivity
- Have experience and/or a sound understanding of elementary and secondary programming, including Ministry initiatives
- An understanding the importance of the integration between the instructional and corporate departments of the board in increasing student achievement and well being
- Superior interpersonal skills, exhibiting confidentiality, diplomacy, negotiation, conflict resolution and issue-based problem-solving techniques
- Excellent oral and written communication, presentation, and computer skills
- Exemplary organizational skills and the ability to work independently within a fast-paced environment
- Strong work ethic and initiative
- Fluency in French is an asset

**Required Qualifications/Skills/Abilities**

Reporting to the Director of Education, the position will require the successful candidate to:

- Provide innovative leadership and administrative effectiveness within a K to 12 family of schools and a variety of portfolios including Special Education
- Work proactively with the Board's senior administrative team in executing the Board's Multi-Year Strategic Plan

- Effectively lead school improvement, student achievement and well-being initiatives
- Possess a positive attitude and have a demonstrated track record of forming and sustaining strong community partnerships
- Work successfully with principals, teachers, support staff, parents, students and community partners in an environment of trust and respect
- Successfully lead and promote innovation and change management
- Participate as a member of the leadership team in labour and employee relations, such as negotiations, grievance resolution, provision of supervision, guidance and support
- Manage system budget(s) and ensure due diligence and fiscal accountability

### **Additional Information**

Our board is committed to providing safe environments for our students and staff. Please note that the conditions of employment include an acceptable Police Record Vulnerable Sector Check, as well as the certificate of completion for the Ministry of Labour Supervisor Health and Safety Awareness in 5 Steps Training (available on-line).

Must have a valid driver's license, access to a reliable vehicle, and be able to travel.

The successful applicant is expected to assume the position by September 2023.

If your qualifications, positive attitude and commitment to student achievement and well-being make you an ideal candidate for this position, please submit a complete application package, no later than 12:00 pm on Monday June 5<sup>th</sup>, online through our website at [sudburycatholicschools.simplication.com](http://sudburycatholicschools.simplication.com) including;

- A cover letter
- A current resume including relevant leadership experience
- A copy of your current Ontario College of Teacher's Certificate of Qualifications
- A current pastoral reference (form available upon request)
- A one-page description of the expected impact you will have as senior leader with the Sudbury Catholic District School Board
- The two most recent performance appraisals
- Two professional letters of recommendation
- Names and contact information of three (3) professional references

As part of its commitment to equity, diversity and inclusivity, the Sudbury Catholic District School Board also actively seeks applications from individuals within equity-seeking populations.

All applicants are thanked for their interest, however, only those selected for an interview will be contacted.

In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is being collected under the authority of the Education Act and will be used for employee recruitment and selection purposes.

If you require a disability-related accommodation to participate in the recruitment process, or if you have questions about this collection of information, please contact Human Resources Services at (705) 673-5620.

Thank you for your interest in Sudbury Catholic Schools.  
[www.sudburycatholicschools.ca](http://www.sudburycatholicschools.ca)

Joanne Bénard  
 Director of Education

Michael Bellmore  
 Chair of the Board

Mission: To realize each student's potential within our inclusive Catholic learning community by nurturing and developing their mind, body and spirit.

Vision: Leaders in Learning and Faith