



Palliser School Division invites
applications for the position of
CEO/Superintendent of Schools

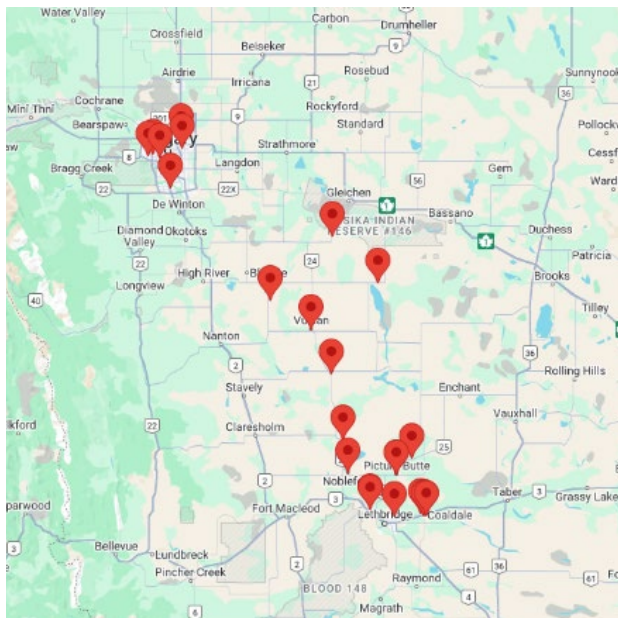
January, 2025

Organizational Profile

Palliser School Division

Palliser School Division was created in 1995 through the consolidation of two parent school boards which represented the majority of the County of Vulcan and the entirety of the County of Lethbridge.

Palliser's original geographic area stretches from just south of the City of Lethbridge to north of the Bow River on the outskirts of Calgary. Palliser Schools also include several faith-based schools located in the City of Calgary.



Palliser Schools

Palliser serves about 9,300 students in 14 community schools; 11 faith-based alternative schools, ten of which are in Calgary on nine separate campuses; one sports-based alternative school, four alternative programs for Low German-speaking Mennonite families; four outreach programs; 17 Hutterian colony schools; home schooling, online and international student programs.

Palliser offers a broad range of programming from early learning programs through Grade 12. Additionally, Palliser offers an international education program and serves a number of students coming from all around the world.

Palliser School Division takes its name from explorer John Palliser, who led a British expedition to what's now Western Canada from 1857 to 1861.

Palliser School Division is a leader in programming, partnership and innovation in the education space.

Our Mission

Together we will ensure learning success for all students to develop their unique potential as caring citizens in a changing world.

Our Vision

Palliser School Division is committed to engendering and supporting the values of the broader society: empathy, integrity, respect, trust and responsibility. If the children of this community are to realize these values, the division acknowledges its responsibility to provide an exemplary education. It can only do this by establishing a clear sense of the goals it is trying to accomplish, the characteristics of the schools it seeks to provide, and the contributions the various stakeholders must make to transform these ideals into reality to improve student learning. The process focuses on measurable outcomes to ensure safe and caring school environments and support for student learning.

Position Description

The Superintendent of Schools is appointed by the Board of Trustees to be responsible for the overall operation of the School Division. The Superintendent is responsible for ensuring the quality and effectiveness of the educational programs provided to the students and must ensure that the budget of the Division is spent in the most efficient manner possible while maximizing the results achieved.

Specific Accountabilities

- Engage with the Board in the development of Strategic Planning
- Implement and report on the Strategic Plan
- Sharing the system vision and providing leadership that inspires all staff to embrace that vision and system priorities.
- Overseeing the financial affairs of the Division including the preparation of budgets and financial reporting.
- Ensuring that each student within the Division receives the highest quality educational experience possible and meets all standards set by the Minister.
- Assisting the Board of Trustees in the development of policy and the implementation of strategic and long- term plans and strategies.
- Responding to issues and concerns as they develop in a timely and effective manner.
- Serving as a link between the community and the Division.
- Communicating with all stakeholders.
- Representing the School Division by being a visible and approachable presence in the community.
- Working with the Division staff to continue to build upon positive and collaborative relationships, a sense of teamwork, cooperation, and strong communication.
- Coordinating the implementation of the Education Plan adopted by the Trustees.
- Ensuring that the School Division receives the highest quality education for their students possible, and that the Division continues to be recognized as a leader in innovation, programming and student success.

Reporting Relationships

Reports to:	Board of Trustees
Direct Reports:	36
External Interfaces:	Alberta Education, College of Alberta School Superintendents, Alberta School Boards Association, and society partners in the Division's faith-based alternative programs
Total Staff:	1000 (approx.)
Budget:	\$110 Million (estimated for 2025-2026)

Candidate Profile

Education

- A Master's Degree preferably in education or a related area.
- Eligibility for an Alberta Teaching Certificate and membership in CASS (College of Alberta School Superintendents).
- Additional course work in education administration and related topics would be an asset.

Knowledge and Experience

- Several years of previous experience and success in a senior administrative role in an educational environment.
- Proven experience managing large numbers of staff in multiple locations.
- Proven success working with other cultures
- Proven success working with First Nations students, families and partners
- Previous experience managing budgets and financial issues in complex environments.
- Experience leading innovation and organizational change.
- Experience working with a governance Board.
- Experience responding to issues related to changing enrolments.
- Proven experience as an educator, including a strong appreciation for excellence in teaching.
- Previous experience working with provincial government officials, including representing a division in budgetary and policy level discussion.
- Previous experience with, and an understanding of, stakeholders outside of the education system, including business, community groups, political leaders, etc.

Leadership Skills

- Exceptional leadership skills, including the ability to manage a diverse group of employees in a changing environment.
- Strong commitment to a collaborative approach to leadership.
- Excellent decision-making skills; capable of making difficult decisions in ambiguous and challenging circumstances.
- Extremely strong communication skills, both written and verbal, coupled with excellent listening skills.
- A proven coach and mentor, able to assist others in understanding complex issues.
- Strong visionary and motivational skills, capable of inspiring staff and others to support the vision.
- Proven skills in managing multiple stakeholders, including parents, government officials, business interests, etc.
- Strong understanding of budgets, financial reports, and related financial issues.

- A strong public presence; willing and comfortable being visible in all parts of the organization.
- An open, approachable and personable manner.
- Caring and compassionate, with a strong interest in people.
- Courageous, willing and able to make difficult decisions and stick to them when necessary and willing to challenge the status quo.
- Innovative, creative, and committed to encouraging innovation and creativity in others.
- Politically astute; capable of adapting their approach for different situations and audiences.
- The ability to lead and encourage change while respecting the past.
- Committed to serving in a geographically diverse area including the City of Calgary and the Counties of Vulcan and Lethbridge.
- Recognizes the diversity and interests of Division schools.
- Ability to unify schools toward common Division purposes.
- Commitment to diversity of programming in rural settings.

Personal Characteristics:

- Passion for education with enthusiasm and energy for the job.
- A student advocate.
- Compassionate and caring.
- High personal integrity; able to inspire trust in and from others.
- A sense of humour.
- Strong sense of the importance of education and a commitment to student success.
- A willingness to be involved in and be interested in the community.
- A willingness to look at the “big picture” issues, while not losing sight of important details.
- An enthusiasm to embrace and lead organizational change as required
- Palliser School Division is a leader in programming, partnership and innovation in the education space and needs a CEO/Superintendent that reflects those attributes and values.

Additional Information

Though the competition will remain open until a suitable candidate is found, applications received by February 15, 2025 will be assured of careful consideration. Duties will commence August 1, 2025 or as mutually agreed.

Please provide a cover letter and resume. Please include at least four professional references, provincial teaching certification, Alberta Leadership Quality Standard certification (LQS) or Superintendent Leadership Quality Standard certification (SLQS) certification if acquired.

Bevan Daverne,
Consultant to the Board of Trustees
superintendentsearch@pallisersd.ab.ca

We value all applicants' interest in the role, however only applicants short-listed for an interview process will be contacted.

Inquiries about the position can be directed to Bevan Daverne at:
superintendentsearch@pallisersd.ab.ca