



## School District No.43 (Coquitlam)

# Assistant Superintendent



*This position is being advertised internally and externally concurrently.*

Coquitlam School District invites applications for an Assistant Superintendent position from individuals who are seeking challenging educational leadership opportunities. Coquitlam School District values diversity in the workplace and strives to honour each person's unique lived experiences. We welcome and encourage applications from candidates with varied backgrounds, genders, cultures, races, abilities and intersectionality.

As the third largest school district in the province, we are located within a 40-minute drive from downtown Vancouver. The school district has a population of approximately 33,000 students with 4300 teaching, administrative, managerial and support staff. As one of Canada's best employers (Forbes, 2023), our school district values a coordinated, collaborative approach to working with our students, parents, community partners, the public, and employee groups.

The Assistant Superintendent responds to the Superintendent of Schools. The key areas of responsibility will include supervision of schools, various district portfolios, and other duties as assigned by the Superintendent. The individual will be a vital part of the District Leadership Team and will share in the overall leadership and future direction of the School District.

The successful candidate will be visionary, innovative, and provide dynamic leadership. Further, they must demonstrate evidence of ethical decision-making with the ability to effect systemic change in a culture of collaboration.

### **REQUIRED KNOWLEDGE AND EXPERTISE**

- Demonstrated experience working with educational partners in the implementation of a school district's strategic vision
- Successful experience with large and small group facilitation with school and community audiences
- Successful experience with district and provincial level initiatives
- Strong interpersonal and collaborative skills
- Successful experience with community, civic, and social service agencies
- Evidence of positive relationship, connections, and networks both within the district and provincially
- Ability to lead school-based personnel in collaborative inquiry and professional learning
- Successful experiences with current educational theory, assessment, and instructional practices.

### **PREFERRED KNOWLEDGE AND EXPERTISE**

- Experience at multiple levels as teacher and administrator and the ability to supervise school communities at each level
- Knowledge and experience in system leadership

## **APPLICATION DETAILS**

Salary is set by the British Columbia Public School Employers Association (BCPSEA) and is dependent on experience. The salary range for Assistant Superintendent is \$220,651 to \$245,168 and is complimented with a generous benefits package.

The successful applicant will be required to complete a municipal criminal record check in addition to the criminal record check required through the BC Teacher Regulation Branch (TRB).

Your application **must** include a resume, a cover letter describing why you are the ideal candidate, proof of completed master's degree, and three reference contacts (including email and telephone contact information). One of your references must be from your current supervisor.

To apply, please click on the following link and create a user account/profile:

<https://ejp.sd43.bc.ca/postings/Account/Login>

Under "My Profile", please ensure you complete your applicant profile. Once you have completed your profile, you will have access to the job postings.

**Applications must be received no later than Wednesday, October 23, 2024, at 4 pm.**

The district appreciates the interest expressed by all applicants, but only those selected for an interview will be contacted.

"The deliberations of employees, and Committees used to screen and consider job applications, shall be kept in strict confidence, and shall not be disclosed to any person except as required by law. Personal references, recommendations and evaluations collected or generated by Board employees and Committee members as part of the Board's hiring processes (other than references whose authorship and content is already known to the job applicant) shall be treated as having been supplied in confidence to the Board for the purposes of the *Freedom of Information and Protection of Privacy Act*."