



## Superintendent of Schools/Chief Executive Officer

*Central Okanagan Public Schools operates within the unceded, Traditional Territory of the Okanagan syilx peoples. The School District enrolls over 25,500 students (including approximately 3,100 students who self-identify as having First Nations, Metis, and/or Inuit ancestry from Canada). Central Okanagan Public Schools is located in the Central Okanagan encompassing the communities of Peachland, West Kelowna, Kelowna, and Lake Country. There are a total of 50 school sites with 32 Elementary Schools, 8 Middle schools, 5 Secondary Schools, 3 Learning Centres, an Alternate Education School, and an Online Learning School (K-12). Central Okanagan Public Schools has an excellent reputation for providing outstanding, student-centered programs in a diverse and inclusive environment as well as offering a wide range of educational opportunities for students and staff. We believe equity empowers each learner to thrive, holistically.*

### Opportunity

The Board of Education is seeking a dynamic and innovative Superintendent of Schools/Chief Executive Officer to lead Central Okanagan Public Schools. Reporting directly to the Board of Education, the ideal candidate will have an established record of outstanding leadership within Canada's public education system, meeting the leadership competencies outlined by the British Columbia School Superintendents Association. They will be committed to fostering excellence in learning, supporting equity, diversity and inclusion, and promoting the well-being of students and staff. The successful candidate will be responsible to ensure that the District's Strategic Plan and educational goals are effectively implemented throughout the district.

### Major Responsibilities

**Educational Leadership:** Develop and implement the Education Plan in alignment with the Board of Education's Strategic Plan. Provide leadership in all educational matters and ensure that leadership is shared across the organization.

**Student Welfare:** Ensure a safe and caring environment that supports respectful and responsible behaviours. Promote innovative educational practices that enhance student well-being.

**Superintendent & Board of Education Relations:** Maintain a productive working relationship with the Board of Education based on transparency, mutual trust, and respect. Keep the Board of Education informed of all district matters in a timely manner.

**Culture:** Foster a healthy and effective workplace culture. Ensure the mental, emotional, and physical wellness of all staff is supported with meaningful resources.

**People Management:** Lead all people-related matters, aligning employees to the district's vision, purpose, cultural values and priorities. Develop leadership skills and career development opportunities for staff.

**Fiscal & Operations Management:** Ensure the district operates in a fiscally responsible manner, adhering to recognized accounting procedures, actively seek out revenue generation opportunities, and advocate for additional capital funding.

**Policy & Administrative Procedures:** Lead the planning, development, implementation, and evaluation of Board policies. Maintain and communicate administrative procedures consistent with Board policies.

**Strategic Planning and Reporting:** Support the Board of Education in the development and execution of the Strategic Plan. Report regularly on results achieved and involve the Board throughout the planning cycle.

**Communications and Community Relations:** Ensure open, transparent, and positive communications. Build and maintain effective partnerships with parents, unions, associations, municipal leaders, agencies, and other external stakeholders.

**Leadership Practices:** Lead in a manner that garners support from colleagues and stakeholders. Develop and maintain positive relationships with provincial and municipal government departments, external agencies, and provincial organizations.

## Qualifications & Key Characteristics

- Holds Ministry of Education -Teacher Regulation Branch certification (or eligibility for certification).
- Holds a master's degree from a recognized university in education, leadership, or a related field.
- Has a proven track record of successful leadership experience at the senior administrative level with strong focus on student achievement and wellbeing.
- Has a comprehensive understanding of the BC K-12 curriculum and education system.
- Builds positive, effective relationships with staff, students, parents, rightsholders, partner groups, and the local community, and encourages their input.
- Models a commitment to professional learning by engaging in networks of learning, identifying and implementing practices that enhance leadership, teaching, and learning.
- Implements strategies to support student success throughout the district.
- Sustains a learning culture that promotes collaborative leadership, reflective practice, shared responsibility for student success, and continuous improvement.
- Demonstrates a commitment to equity, diversity, inclusion, and reconciliation, with experience working with local First Nations and Indigenous communities.
- Possess exceptional communication, interpersonal, and problem-solving skills.
- Works effectively with the Board of Education to build strong relationships with a wide range of partners, including staff, students, parents, and the community.

The annual salary range for this position is \$274,579 to \$305,087, plus a competitive benefits package.

Qualified applicants are encouraged to submit their confidential application package, including a comprehensive resume, supporting documentation, and professional references, **no later than 8:00 a.m., Monday, February 10, 2025**. Please send application packages or any questions regarding the position to [superintendent.search@sd23.bc.ca](mailto:superintendent.search@sd23.bc.ca).

For more information about Central Okanagan Public Schools, please visit the following links:

