The Board of Education of School District No. 83
341 Shuswap Street SW, Box 129, Salmon Arm, BC, V1E 4N2 |PHONE 250-832-2157 | FAX 250-832-9428

POSITION VACANCY: MANAGER INFORMATION SYSTEMS

It is acknowledged that Ḱwsaltktnéws ne Secwepemcúl'ecw Public Schools operates on the traditional, unceded and contemporary lands of the Secwepemc people. In School District No. 83, we serve just over 6700 students in 24 schools through a variety of sites located around Shuswap Lake and the North Okanagan. We are known for strong academic achievement, a thriving trades and careers program, and a rich culture of school athletics. The school district enjoys comprehensive Local Education Agreements with each of four First Nations bands. One elementary, one middle, and two secondary schools offer French Immersion. The District 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. Our mission is to empower students to become confident, curious and caring individuals who thrive in their learning, relationships, and community.

School District No. 83 Ḱwsaltktnéws ne Secwepemcúl'ecw invites applications from people who are seeking a challenging and rewarding Exempt Staff opportunity as a Manager of Information Systems effective January 4, 2027.

The Opportunity

Under the direct supervision of the Secretary-Treasurer of Schools and the Director of Instruction, the Manager Information Systems provides strategic and operational leadership for the district's data systems, overseeing security, collection, integration, reporting, and visualization to support evidence-informed decisions.

The position leads the planning, implementation, and continuous improvement of enterprise data solutions that integrate student, assessment, learning, human resources, finance, transportation, and other operational information.

In collaboration with district leaders, school administrators, and department managers, the position leads the development of data collection processes, databases, business intelligence tools, risk management, dashboards, and reporting systems that guide strategic priorities, strengthen decision-making, improve organizational effectiveness, and support student success.

Key Responsibilities

The Manager of Information Systems will demonstrate the leadership capacity to:

- Lead the District's information systems, technology infrastructure, cybersecurity, and data governance strategies
- Provide leadership and supervision to Information Technology staff and departmental operations
- Work collaboratively with the Director of Instruction to support the SD83 EdTech Team
- Provide guidance and support to the 1701 data collection process

- Evaluate current systems and explore alternatives to meet our operational needs in an efficient manner
- Oversee the MyEducation BC team to support all aspects of our current and future student information systems
- Oversee vendor relationships, technology procurement, and departmental budgets
- Provide leadership and support to the senior leadership team as the Chief Information Officer

Candidate Profile

A high-performing system leader is sought who embodies integrity, humility, courage, collaboration, and a deep commitment to equity and excellence.

Qualifications:

- Bachelor's degree in information systems, Computer Science, Data Analytics, Business Intelligence, Educational Technology, Information Management, or related field.
- Experience in data management, business intelligence, analytics, database administration, or enterprise systems management.
- Demonstrated experience leading complex data projects and cross-functional initiatives
- Experience developing reporting and analytics solutions that support organizational decision-making.
- Demonstrated expertise in:
    - Data governance, quality, modelling, architecture, warehousing, ETL, and integration.
    - Microsoft SQL Server, Azure SQL, Fabric, Azure Data Services, and cloud data architecture.
    - CIMS, Power BI, Power Apps, Power Automate, and Dataverse
    - Dashboard development, data visualization and analysis, performance measurement, and decision support
    - Educational data systems and student information platforms
    - Strong analytical and problem-solving abilities
- Demonstrate a strong commitment to educational equity, truth and reconciliation, anti-racism, inclusive education, and culturally sustaining leadership practices.
- Exhibit exceptional relational, communication, and facilitation skills, with the ability to lead with empathy, clarity, and credibility.
- Be an adaptive and strategic system leader who uses evidence to inform decisions, remove barriers, and create conditions for innovation and improvement.
- Demonstrate success in leading collaborative structures and teams that build coherence, collective efficacy, and organizational learning.
- Show the capacity to lead transparently, establish clarity in roles and responsibilities, and foster cultures of trust, accountability, and continuous improvement.
- Work collaboratively across all levels, K-12, and fulfill other specific duties as assigned.

The Process

Please submit your application package via **Make a Future** by **noon on Monday, December 7, 2026**. Your application package should include a brief cover letter, a resume that summarizes related experiences, a statement of educational philosophy, and up to five confidential reference contacts. Reference letters will be considered but are not expected.

The annual salary range for this position is $102,675 - $128,344.

Questions regarding the position and the upcoming process may be directed to Michelle Guillou, Assistant Superintendent, Human Resources at mguillou@sd83.bc.ca or (250) 253-3326 or Donna Kriger, Superintendent of Schools, at dkriger@sd83.bc.ca or (250) 804-7822. We appreciate all interest in this position. Only those selected for further interviews will be contacted by the District.

SCHOOL DISTRICT NO. 83 – AN EQUAL OPPORTUNITY EMPLOYER