

Board of Directors

Valhalla Community School
<https://valhallapubliccharterschool.ca>



Professional Opportunity: Public Charter School Superintendent

The Valhalla Community School provides exciting educational opportunities in a welcoming and caring learning environment for 100 students in kindergarten to Grade 9. The unique charter focuses on developing leadership skills for civic engagement in a rural community. The Valhalla Community School is a member board of the Association of Alberta Public Charter Schools.

Job Title: Superintendent
Reports to: Charter Board of Directors
Direct Reports: Secretary-Treasurer (Chief Financial Officer) & Principal
Location: Valhalla Centre, a hamlet northwest of Grande Prairie, Alberta

Remote Work: Relocation is an asset, not a requirement. A flexible schedule, occasional site visits, and technology provide the successful candidate opportunity for remote work.

About the School: Teachers use a direct instruction framework to sequence mastery of core skills. The instructional program features explicit phonics, memory work, second language proficiency, public speaking, presentation skills, critical thinking strategies, and leadership development. Through participation in community decision-making, students develop skills and attitudes necessary to make effective contributions as adult members of the community.

Mandate: The Superintendent serves as the Chief Executive Officer of the Board of Directors and the Chief Education Officer of the school as defined in the Education Act.

Key Accountabilities:

- Provide leadership in developing and implementing the Three Year Education Plan and the strategic directions of the Charter Board of Directors
- Support the Board in communicating the charter goals, vision and mission of VCS
- Collaborate with the school leaders for continuous improvement in learning
- Develop leadership capacity and competencies of the Leadership Quality Standard
- Effectively manage the business operations
- Build staff capacity through professional learning
- Mediate and adjudicate as needed on matters pertaining to staff, students and parents
- Collaborate with stakeholders to ensure a safe, caring, welcoming environment
- Enlist community support for public charter schools

Candidate Profile

Education: A minimum of a relevant Master's degree and eligibility for Alberta Superintendent Certification in accordance with the Superintendent Leadership Quality Standard

Experience: A minimum of two years of experience in a senior, system level leadership

Competencies and Attributes:

- Leads continuous improvement and manages organizational change
- Thinks "big picture" and long range
- Aligns decision-making in support of the vision, mission and direction set by the Board
- Leads learning by making complex concepts and theories accessible to others
- Writes and speaks effectively in support of collaboration and consensus-building
- Mentors and supports school leaders
- Displays superb relational skills: engages, challenges, excites, encourages

Closing Date: Preference given to Applications received by July 8/22 (Position remains open until a suitable candidate is found).

Position Begins: Employment begins September 1, 2022 or earlier by mutual agreement.

Compensation: A competitive compensation package within the limits set by the salary bands. This is a **part time position** of up to .4 FTE with significant flexibility in scheduling that meets the needs of the Board, the school, and the Superintendent.

Applications: Interested candidates who hold a valid Alberta Teaching Certificate (or equivalent Canadian certification) and a Superintendent's Leadership Certificate (or eligibility) are invited to send the following:

- Cover letter
- Resume highlighting leadership skills, attributes and experience
- A statement of your interest and support for "learning for rural leadership" (1 page)
- Three references who have significant knowledge of your professional practice
- The successful candidate will provide a current criminal record and child welfare (vulnerable sector) check, valid Alberta Teaching Certificate (or valid Certificate from another Canadian Province), a Superintendent's Leadership Certificate (or state your eligibility, commitment, and plan to achieve the Alberta Superintendent Leadership Certificate by the required date).
- Send completed application package via email to: tcorbett@valhallaschool.ca write "Search Committee Chair" in the subject line. OR, Courier to Search Committee Chair, T. Corbett at 9702 - 100 Ave. Valhalla Centre, AB T0H 3M0