

School Principal

Gitsegukla Elementary School

We are currently looking for a respected education professional to fill the role of Elementary School Principal for our community. Gitsegukla is located on Highway 16, approximately 27 kms southwest of New Hazelton, BC, and 100kms East of Terrace, BC. This is a professionally and personally rewarding opportunity for someone who wants to make a significant difference in children's lives, while working in a beautiful part of BC. We offer a strong sense of community and fulfilling opportunities to work closely with parents and Elders in support of the students.

Key Accountabilities and Scope:

The School Principal is responsible for the leadership, program planning and day-to-day operations of the school. The School Principal ensures that all activities are conducted in a safe and responsible way conducive to growth and learning.

Reporting to the Education Manager, the School Principal is responsible for directing and evaluating teacher and support staff activities; the development, implementation and evaluation of programs; the review of policies and procedures; and building maintenance. The School Principal also oversees student discipline and must support trusting relationships with parents and the community. The School Principal ensures that Gitsegukla Elementary School is moving towards accomplishing the Gitsegukla's goals for elementary education.

General areas of responsibility include:

- **Leadership** – Works with community, teaching staff, Council and administration to guide the development and implementation of a shared mission, vision, goals, and values. Develops and sustains a positive, collaborative culture and climate with staff, parents, extended families, and the community. Leads school-wide planning and change processes to promote increased student achievement and sustain school growth over time. Role models behaviour consistent with professional, community, and parental standards. Ensures Gitsegukla Elementary School is moving towards accomplishing the Nation's goals for elementary education.
- **Administration** – Develops, implements and monitors school budget; coordinates school planning, professional development, and human resource management (teachers, support staff and volunteers). Organizes and maintains procedures for the keeping of records. Provides reporting to the appropriate agencies.
- **Programs** – Reviews programs to ensure conformance to provincial standards and develops programs within limits of authority. Supports the development of innovative programs that will meet or exceed the standards of BC's education system. Provides leadership in the creation of a Gitsegukla specific language and culture program.
- **Coordination and Staff Supervision** – Plans, organizes, directs, controls and evaluates the activities of teachers and support staff. Supervises school staff. Coordinates teaching activities by making staff assignments, determining class size and preparing timetables.

Gitsegukla Job Posting

- **Quality Education** – Ensures quality teaching and learning opportunities to support all students learning at a high academic level and promotes the application of current educational research and cultural knowledge regarding the teaching of literacy and numeracy. Works with students and their parents in support of finding and/or providing the best learning experience that is respectful of Gitsegukla specific language and culture. Plays a major role in implementing the School Improvement Plan
- **Culture** – Commits to learning and maintaining an appropriate understanding of the Gitsegukla First Nation history, culture, and government practices. Looks for ways to integrate First Nations culture in to learning e.g. math, social, science etc. on a daily basis.
- **Building and Facilities** – Directs and coordinates school maintenance services and use of school facilities.

Experience and Education Requirements:

- Master's degree in education administration, curriculum, teaching or a related area (or current enrolment in a program) along with a valid BC teaching certificate or eligibility for membership in the BC College of Teachers or eligibility for certification with the BC Teacher Regulation Branch Certification.
- Direct experience working in school administration relating to First Nation Education will be considered an asset.
- Ability to successfully and periodically undergo an appropriate criminal records review and police record check is required.

If you're a committed and passionate education administrator that strives to communicate and serve the Gitsegukla people in a manner that respects, enhances and promotes the cultural identity and well-being of both the individual and community, then this is an exciting opportunity worth exploring.

If you are interested in this opportunity, please submit your resume and cover letter as outlined below. Do not call or email the Band Office, Band Manager or Councillors regarding this or any other job posting, doing so will result in disqualification.

By email at gitseguklajobs@mpn.ca

By fax at 604.685.8594

Drop off at the Gitsegukla Band Office

The deadline to provide your application is 11:59 pm (PST) on April 19, 2019.

Applications will only be considered from those eligible to work in Canada. All applicants who require a work permit or sponsorship for employment in Canada will not be considered.

Please note only candidates considered for the interview process will be contacted.