

SCHOOL PRINCIPAL

Type of Position: Full-time permanent

Closing Date: Until position is filled

Reporting to the Band Administrator, 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.

Key Responsibilities

Strategic and Operational Planning:

- Lead school-wide planning and change processes to promote increased student engagement, achievement and sustain school growth over time.
- Play a major role in implementing the School Improvement Plan.
- Research and implements ways to integrate First Nations culture into daily learning (e.g. math, social, science etc.).

Financial Management:

- Develop, implement, and monitor the school budget.
- Provide input into departmental budget based on needs assessment.

Program and Service Delivery Management:

- Review programs to ensure conformance to provincial standards and develop programs within limits of authority.
- Support the development of innovative programs that will meet or exceed the standards of BC's education system.
- Ensure quality teaching and learning opportunities to support all students learning at a high academic level and promote the application of current educational research and cultural knowledge related to literacy and numeracy teaching.
- Work 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.
- Manage school planning, professional development, and human resource management for teachers, support staff and volunteers.
- Ensure Gitsegukla Elementary School is moving towards accomplishing the Nation's goals for elementary education.
- Organize and maintain procedures for the keeping of records.
- Provide reporting to the appropriate agencies and notify appropriate agencies and/or personnel where there is evidence of abuse, neglect, and severe medical or social conditions.
- Plan, organize, direct, control and evaluate the activities of teachers and support staff.
- Manage teaching activities by making staff assignments, determining class size, and preparing timetables.
- Provide leadership in the creation of a Gitsegukla specific language and culture program.
- Commit to learning and maintaining an appropriate understanding of the Gitsegukla First Nation history, culture, and government practices.
- Direct and coordinate school maintenance services and use of school facilities.

Relationship Management:

- Work with the community, teaching staff, Council, and administration to guide the development and implementation of a shared mission, vision, goals, and values.
- Develop and sustain a positive, collaborative culture and climate with staff, parents, extended families, and the community.
- Model behaviour consistent with professional, community, and parental standards.

Skills and Qualifications

- Committed and passionate education administrator who 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.
- Ability to foster, maintain, and restore healthy relationships to promote a positive school climate and culture which is welcoming, honours diversity, is pro-active, and demonstrates a restorative approach to student discipline.
- Ability to de-escalate situations and promote positive solutions to problems and navigate difficult conversations with all individuals.

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.
- Experience working with, and implementing, programs/interventions for students with diverse needs.
- 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.

All interested applicants are encouraged to submit a cover letter and resume outlining how you meet these qualifications to the c/o: MNP at applyvia@mnp.ca

Applications are assessed as they are received therefore early application is recommended.

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.

Candidates who meet the above criteria will be contacted for an interview. Proof of certifications will be required prior to employment.