NORTHERN NISHNAWBE EDUCATION COUNCIL

EMPLOYMENT OPPORTUNITY

PRINCIPAL, WAHSA DISTANCE EDUCATION CENTRE
Sioux Lookout, ON

WAHSA Distance Education Centre is operated by the Northern Nishnawbe Education Council under the direction of the Chiefs of the Sioux Lookout District and NNEC Board of Directors. WAHSA provides Ministry of Education approved secondary education services to communities across the Sioux Lookout District by Radio-Zoom classes and Independent Learning courses. WAHSA develops, delivers, and co-ordinates courses, training and support services in consultation with participating First Nations. Students receive instruction, instructional packages, tutoring, and academic counseling through local and central support systems.

The successful candidate will demonstrate the following competencies and capabilities:

- Demonstrable working knowledge of the Ontario Private Secondary School standards and Ontario Secondary School Diploma requirements;
- Proven knowledge and skills to lead and advance literacy and numeracy learning;
- Ability to articulate a clear understanding of educational goals and objectives;
- Strong track record of fostering collaborative working relationships;
- Demonstrable strength in communication skills;
- Cultural sensitivity and understandings relevant to First Nation communities and education programs in Northwestern Ontario;
- Working knowledge of funding and budgets;
- Proven educational leadership skills and abilities.

RESPONSIBILITIES:

- Oversite of approved curriculum, including reviewing and implementing changes to curriculum to ensure it meets Ontario standards;
- Plan, direct and evaluate school plans for the review and approval of the Director of Education or designate,
- Develop the WAHSA calendar and course calendar annually for the approval of the NNEC Board of Directors;
- Train and supervise teaching and administrative staff;
- Plan/provide professional development;
- Supervise and complete performance evaluations of WAHSA staff in accordance with NNEC policies;
- Oversight of the WAHSA day-to-day operations;

- Managing WAHSA budget and expenditures;
- Ensure performance expectations, roles and responsibilities are clear;
- Support the Director of Education with monitoring student progress, analyzing performance data, and implementing strategies to improve learning outcomes;
- Ensure all programs comply with relevant NNEC, provincial, federal and related standards;
- Serve as a liaison with students, community organizations and educational partners;
- Implement new approved teaching methodologies and educational technologies to enhance learning experiences;
- When requested by the Executive Director or Director of Education assist with liaison and outreach with Indigenous Services Canada, Ministry of Education, First Nations' leaders and organizations;
- Implement resolutions from the NNEC Board of Directors and Sioux Lookout Areas Chiefs as directed by senior management;
- Provide clear reporting and transparency;
- Ensure effective communication with staff, board members, parents, community leaders, First Nations organizations and other relevant stakeholders;
- Ensures that WAHSA programs meet student academic needs, provincial requirements and NNEC expectations, while promoting First Nations languages, culture and values;
- Ensure effective management of school resources.

QUALIFICATIONS:

- Intermediate/Senior qualifications
- Principal Qualifications Part 1 & 2 (If you have a plan to obtain these qualifications, you are strongly encouraged to apply)
- 5 + years of Education Leadership or Management experience
- Member in good standing with the Ontario College of Teachers
- Computer literacy
- The ability to speak a District First Nations language is an asset
- Experience teaching First Nation students is an asset
- Willingness and ability to travel

SALARY: **$135,383 to $141,295**
All staff are compensated 13 weeks of vacation either with vacation days, monetary compensation or a combination of both

**NNEC thanks all applicants in advance; however, only those selected for an interview will be contacted. NNEC requires a Criminal Record Check and/or a Vulnerable Sector Check for all positions. This advertisement is to fill a current vacancy and will remain open until filled.

Please submit your cover letter, resume and three references (with written permission for NNEC to contact) to Human Resources, NNEC Head Office, fax (807) 582-3865 or by email to humanresources@nnec.on.ca