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OPPORTUNITY PROFILE ASSISTANT SUPERINTENDENT



North Vancouver  
**School District**  
the natural place to learn®

the right people

## NORTH VANCOUVER SCHOOL DISTRICT ASSISTANT SUPERINTENDENT

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Photo by Khim Hipol

## THE ORGANIZATION      NORTH VANCOUVER SCHOOL DISTRICT

The North Vancouver School District (“NVSD”) provides world-class instruction and a rich diversity of engaging programs to inspire success for every student and bring communities together to learn, share and grow. As a school district with over 16,000 students, their parents and caregivers, and more than 2,500 staff, there is a strong sense of community.

Shared values set the tone for how NVSD relates to its community in pursuing common goals, demonstrating consistent and fair leadership, and guiding it in working collaboratively and productively to realize its vision. NVSD’s core values of trust, responsibility, respect and collaboration form the foundation of its work.

With its focus on ‘Great Schools’ as Vibrant Learning Communities, progressive approach to instruction, firm belief in inclusive education, advocacy for Indigenizing learning, and emphasis on social emotional learning, the NVSD really is the natural place to learn, share and grow and thrive.

North Vancouver School District honours diversity and recognizes the exceptional in everyone. Through 25 elementary schools, seven secondary schools, and North Vancouver Online Learning, NVSD offers students and staff a welcoming, safe and inclusive culture and learning environment.

NVSD acknowledges and thanks the Coast Salish people, upon whose traditional territory the District resides. NVSD expresses its gratitude to the Skwxwú7mesh and Tsleil-Waututh Nations, and values the opportunity to learn, share and grow on this traditional territory.

To learn more, please visit NVSD’s [website](#) and read the District’s [Strategic Plan](#).



Reporting to the Superintendent / CEO, and as part of the NVSD's executive leadership team, the Assistant Superintendent ("A-S") plays a critical role in executing the District's commitment to progressive and innovative development in public education. Highly relational, innovative, and progressive, they are a champion of the public system and committed to fostering high performing, inclusive, student-centred learning environments.

This is an outstanding opportunity for a visionary leader to take a thriving district to the next level. With an engaged Board, great organizational culture, and a commitment to equity and Indigenous student success, the A-S role at NVSD will provide a meaningful challenge to public education leaders. NVSD prides itself on incorporating the student voice in District decision-making. The A-S contributes to innovation and driving systemic shifts to improve education and student outcomes, harnessing the energy that exists in the District.

The A-S should possess a deep understanding of school-based performance as well as the attention-to-detail and wherewithal to manage ongoing operational initiatives such as enrollment management and staffing, interdepartmental coordination, and contracting with the Ministry to build new childcare services which are operated by third parties.



### Areas of Responsibility

- Supervises schools and classrooms, as necessary, to ensure the quality of educational programs, and provides educational leadership to schools as appropriate;
- Develops budgets for school and department responsibilities, and staffing assignments and adjustments;





- Establishes effective working relationships with Principals, school staffs, and central office personnel;
- Champions sustainable practices within the District, promoting environmental education and incorporating green initiatives into school and District practices and programs;
- Establishes productive partnerships with key community-based agencies and social services organizations to ensure student preparedness;
- Advises and assists the Superintendent in all aspects of District operations, management and administration;
- Through the Superintendent, assists the Board in fulfilling its governance and policy-making functions, and attends regular Board meetings;
- Oversees District leadership development, and the supervision / evaluation of Principals and Vice-Principals;
- Assists in the development and maintenance of long-range plans at District and school levels;
- Reports regularly to the Superintendent, keeps the Superintendent informed of significant activities in areas within the Assistant Superintendent's jurisdiction, and provides personnel with information and reports;
- Participates actively as a member of the executive management team;
- Maintains effective liaison with appropriate external organizations and community-based support services, and assists in effective communication with the public when required;
- Provides leadership to a portfolio of elementary, secondary, and specialized school programs; and
- Provides leadership to District strategic direction and educational priorities.



## THE PERSON

The ideal candidate is an skilled, passionate educator, currently operating at a district level, leadership role, bringing a strong operational background with extensive experience in managing the complexities of running a school. The A-S will provide courageous leadership, underscored with humility and buoyancy, to staff, students, administrators, parents, and the community at large through the oversight of a grouping of schools, while acting as a mentor and coach to administration and teachers across the District.

The A-S should be collaborative, evidenced through a respected, relational approach to supporting and mentoring staff and showing comfort in equipping others to lead. Additionally, they are able to lead difficult conversations with great skill, clarity and care, and are able to tackle issues systematically, keeping school and District operations on track and stepping in as appropriate to guide the team's collective growth and success.



### Required Qualifications

- A minimum of a master's degree in education or in a relevant discipline;
- Executive-level leadership and deep operational management experience at the district level;
- Experience in and a deep commitment to supporting Indigenous learners and promoting diversity and inclusivity within the educational environment;
- Ability to lead diverse, high performing teams; displays courageous leadership and drives accountability;
- Fluency with information technology, including digital literacy in educational settings, financial systems, and excellent analytical skills;
- Proven ability to build positive relationships with the Board of Education, community, government officials, Indigenous partners, parents and learners, and stakeholder groups; and
- Exemplary interpersonal and people development skills at the individual and group level.





## Competencies and Personal Characteristics

**Student Focused** – Integrates student voices; keeps student interests in the forefront of all decision-making; anticipates and attends to the needs of students.

**Communication** – Presents information with quality, clarity, and purpose; communicates transparently and effectively in all circumstances; listens well; communicates complex information in an accessible manner.

**Emotional Intelligence** – Possesses a high degree of self-awareness and social competence; displays self-control, humility, conscientiousness, optimism, social – emotional literacy, adaptability, and trustworthiness.

**Mental Health Awareness** – Models awareness and sensitivity towards mental health and wellbeing for students and staff; creates and support initiatives that promote mental wellness in the school community.

**Commitment to Public Education** – Authentically embodies the values and mission of public education, including equity, diversity, inclusion, respect, student-centredness, and teacher and staff professionalism; stays current with evolving trends in education.

**Leadership** – An inclusive and visionary team player who leads by example; sets and communicates clear goals; achieves district objectives by encouraging and supporting the contribution of others; high integrity.

**Cultural Agility and Indigenous Relations** – Adapts to differing settings, using restorative practices to strengthen social connections with communities; deeply aligned with Indigenous ways of knowing, the Truth and Reconciliation Commission's Calls to Action, decolonization, and UNDRIP principles.

**Governance** – Optimizes the relationship between the Board, Assistant Superintendent, and staff; understands how the legislation and policy landscape affect District operations; deploys a collaborative and consultative approach to strategic planning.

**Financial, Business, and Organizational Acumen** – As District CEO, is fluent with budget development and operational management; has the ability to assess the organizational structure and optimize operations to fulfill strategic priorities in a fiscally prudent manner.





## COMPENSATION

A competitive compensation package will be provided including an attractive base salary and excellent benefits. The salary range is \$191,000—\$212,000. Further details will be discussed in a personal interview.

## FOR INFORMATION PLEASE CONTACT:

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