

Associate Director of Learning Services

The Hamilton-Wentworth District School Board (HWDSB) is committed to learning, equity, engagement and innovation. HWDSB proudly serves a community of approximately 50,000 students in the City of Hamilton and surrounding area and operates across 84 elementary schools, 13 secondary schools and 1 Adult Learning Centre in addition to providing support and service to approximately 7,096 staff members.

Reporting to the Director of Education, the Associate Director of Learning Services works collaboratively with the Board of Trustees, the Associate Director of Support Services, all members of the Executive Council in providing service excellence to all system leaders in schools and service departments. This incumbent provides strategic leadership and support to the Director of Education and coordinating team of Family of School Superintendents of School Achievement as well as centrally assigned Superintendents of Program, Specialized Services, Equity and Student Engagement. The incumbent will hold direct oversight of the execution of two strategic direction priorities which are Positive Culture and Well-Being and Student Learning and Achievement. Fostering positive and effective working relationships within the Board and with the local Indigenous Community, Equity Seeking Groups, Community Partners, Union Partners and the Ministry of Education is expected in the position.

Leadership Responsibilities

- Models leadership practices related to the Board's Mission, Vision and Values, and supporting the development, planning and implementation of the Board's Multi-Year Strategic Plan (MYSP) and the Board's Annual Plan (BAP).
- Provides leadership in the strategic planning, development, implementation, evaluation and continuous learning and improvement (CLI) of the Board Annual Plan and works proactively with Director of Education, Executive Council, Board of Trustees, and Union partners.
- Provides leadership in the strategic planning, development, implementation, evaluation and continuous learning and improvement (CLI) to align the financial resources of the Board with the achievement of its goals in accordance with the Board's Annual Plan (BAP).
- Aptitude to lead complex change initiatives with both school and service department leaders that align to student achievement and well-being initiatives connected to the Ontario Leadership Framework (OLF), Ontario Indigenous Education strategy and Ontario Equity and Inclusive Education strategy.
- Demonstrates sound decision making using the OLF Five Core Leadership Capacities: Setting Goals, Aligning Resources with Priorities, Promoting Collaborative Learning Cultures, Using Data, Engaging in Courageous Conversations.

- Provides leadership guidance to Executive Council through weekly meetings to support decision making and setting priorities for Superintendents of Student Achievement.
- Responsible for direct oversight for any contingency planning needs to align with school board operational needs.
- Communicates Board decisions and directional statements to the school system and community in a timely and accurate manner.
- Demonstrates a commitment to equity and provides leadership to Superintendents of Student Achievement in creating inclusive and instructionally effective learning environments that support both staff and student achievement and well-being.
- Leads the Superintendents of Student Achievement in the implementation of pedagogical strategies and initiatives that sustain and promote student achievement and well-being.
- Works closely with Human Resource management and Superintendents of Student Achievement, including selecting and developing and retaining new leaders; conducting supervisory officer performance appraisals; coaching and mentoring; promoting effective labour relations, including conflict management and grievance resolution, as needed.
- Works closely with Superintendents of Student Achievement to monitor and problem-solve school matters.
- Leads and coordinates Superintendents of Student Achievement meetings to provide leadership and support for the implementation of School Improvement Plans for Student Achievement and Well-Being.
- Provides operational guidance and allocates financial and capital resources in alignment with Board priorities and using data to inform decision making;
- Ensures all strategic leadership initiatives are compliant with the Education Act and Ministry of Education Policy/Program Memorandum.

Qualifications

- Demonstrates a commitment to anti-colonial, anti-racism, anti-oppression framework with a strong understanding of systemic barriers and intersectionality of equity issues.
- Ability to support reconciliation and build meaningful relationships with Indigenous Communities.

- Demonstrates personal and professional leadership competencies in addressing equity of access, opportunities and outcomes.
- A focus of inclusion and integration of students with special education needs in order to address learning gaps.
- Holds Supervisory Officers' certificate and is a member in good standing with the Ontario College of Teachers.
- Demonstrate a minimum of seven years' experience in leading schools and/or service department within an educational setting.
- Possess skills, knowledge and attributes as identified in the Ontario Leadership Framework with a strong focus on personal leadership resources (PLR).
- Experience with cultivating professional and collaborative relationships within a multi-unionized environment.
- An ability to initiate, create, and maintain trust in people, systems, and processes.

Deadline for Submission: Friday May 14, 2021 by 4:00 p.m.

How to Apply: Please apply by accessing the Apply to Education link [Apply Here](#)

Employment Equity Statement

Hamilton-Wentworth District School Board (HWDSB) is committed to building inclusive learning and working environments where students see themselves reflected in the curriculum, staff population, physical surroundings and the broader community. HWDSB's mission is to empower students to learn and grow to their full potential in a diverse world. Guided by this mission, HWDSB strives to build a workforce that embodies the values of human rights, equity, diversity and inclusion, while reflecting and welcoming the diverse and distinct identities, experiences and needs of our students and our communities.

HWDSB seeks qualified candidates who share our commitment to equity and inclusion, and who will contribute to the vision of creating inclusive and equitable outcomes. HWDSB especially invites and welcomes applications from:

- Indigenous Peoples (e.g. First Nations, Métis and Inuit peoples);
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin; (e.g. Black and racialized communities, immigrant communities, etc.)

- Persons with visible and/or invisible (physical and/or mental) disabilities;
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions. (i.e. Two-spirit and LGBTQIA+)

As part of HWDSB's commitment to employment equity and removing barriers to groups that have faced and continue to face barriers in employment, we invite all applicants to complete a voluntary question(s) that collects identity-based information. The voluntary question(s) is on the Apply to Education application page for this position.

HWDSB is committed to providing accommodation throughout the recruitment and selection process, based on any human rights protected grounds. If you require accommodation, please notify us in advance and we will work with you to meet your needs.

Land Acknowledgement

HWDSB is located on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty. The Dish with One Spoon wampum belt represents the treaty relationship between the Haudenosaunee Confederacy and Anishinaabe with respect to sharing the land and resources thereon. The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity. We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.

Applicant Self-Identification Form

The information collected on this form is used to monitor HWDSB's progress toward our equity goals including our commitment to diversity in HWDSB recruitment and hiring practices. We are committed to the security and confidentiality of information under our control, and to the protection of privacy with respect to personal and confidential information that is collected, used, disclosed and retained in the system ([Policy 1.6 - Privacy](#)). Information on this form is collected pursuant to [Ontario's Education Equity Action Plan](#) (Ministry of Education) and in accordance with the Municipal Freedom of Information and Protection of Privacy Act ([MFIPPA](#)). Access to this form is restricted to specific individuals in Human Resources. The Research and Analytics Department will use aggregate data from all the forms (not individual data) for internal reporting. Their access and use of the data is governed by MFIPPA and [ethical research practices](#). Applicant Self-Identification Forms will be maintained in the Human Resources job competition file and securely destroyed 1 year after the job posting for candidates not selected for an interview and 6 years after the job posting for candidates interviewed, in accordance with general records retention principles. If you prefer not to answer any of the questions, you can select "prefer not to answer". This in no way affects your application or the applicant selection process. If you have questions or concerns about this form please contact humanresources@hwdsb.on.ca.