



BOARD OF TRUSTEES INVITES QUALIFIED APPLICANTS TO BE THEIR NEXT

# SUPERINTENDENT OF SCHOOLS



CLOSES: JANUARY 30, 2025

VISIT US AT [GYPSD.CA](http://GYPSD.CA) AND [FACEBOOK.COM/GYPSD](https://FACEBOOK.COM/GYPSD)

# Welcome to Our Team of Schools!

Thank you for taking the time to spend with us to learn more about how [Grande Yellowhead Public School Division](#) works hard to ensure our students, parents, families, staff, and all affected stakeholders benefit from what our Division provides.

Grande Yellowhead Public School Division stretches from Jasper National Park, east to Evansburg, south of Cadomin, and northwest beyond the Hamlet of Grande Cache. We are a proud team of 17 public schools and five Learning Connection Centres who offer a comprehensive educational experience to over 4,500 students, with 565 employees plus 70 Sub Teachers, and 55 Casual employees. Our Transportation department runs 53 routes with division drivers and contract bus operators, a fully equipped service shop, and an in-house Driving School. The Division is noted for its programming excellence. To this end, we prepare every student for a challenging future filled with optimism, hope, dreams, and endless possibilities. The Division's operating [budget for the 2024/2025](#) school year is approximately \$64,000,000.

Seven trustees have been elected to serve, and the Division office is located in Edson, approximately 200 km west of Edmonton on the Yellowhead Highway 16 and approximately 170km east of Jasper National Park.

We work together with all of our partners to purposefully employ the most competent and dedicated educators, administrators, and support staff that we can find so that our students have the best resources and supports for their educational success. Although we are a small rural school division, we strive big to offer excellent programs to meet the individual needs of our students and their learning goals. Our inclusive approach to special needs, our focus on academics, the arts, athletics and a 'no student left behind' educational framework is what makes each one of our schools a warm, safe, and caring learning environment for all of our students – no matter their background, abilities or passions.

## OUR REGION

Grande Yellowhead is in a vibrant region; covering five areas across the central west-section of Alberta from the farming and rolling woodlands in the communities of Evansburg, Niton Junction, Wildwood and Fulham, to the Towns of Edson and Hinton, the Municipality of Jasper in Jasper National Park, and the Hamlet of Grande Cache. All regions are abundant in resources and made up of diverse landscapes and cultures. Community life is supported by a broad range of amenities, and excellent medical services are available throughout the region.

Spectacular scenery enhances the ability to explore abundant recreational opportunities, including camping, hiking, canoeing, skiing, hunting, fishing, whitewater rafting, snowmobiling, ATVing, and golfing. Quality recreational and cultural facilities are located throughout the Division. We invite you to visit [Our Communities](#) page on our website to learn more about each community and what your next adventure could be by joining our team!



# CREATE



## Mission Statement:

Every GYPSD student will graduate with the knowledge and skills to pursue their post-secondary goals.

## THE POSITION

The Division is seeking a dynamic and skilled leader who will create and build upon our Division's and school community's strong partnerships. Duties will commence at a mutually agreed-upon time.

The Superintendent is the Chief Executive Officer and the Chief Education Officer and is accountable to the Board of Trustees for



the conduct and operation of GYPSD. All Board authority delegated to the staff of the Division is delegated to the Superintendent. The Superintendent meets with the Board regularly to report on concerns and issues and to review budget considerations and plan for future initiatives. The Superintendent's role is outlined in [Division Policy 12](#).

The Superintendent oversees the operations of schools within the school division. The Superintendent works closely with department

heads and principals at each school to create and implement policies and divide resources among all schools and departments within the Division.

The areas in which the Superintendent is involved include budget development and management, student achievement evaluation, teacher hiring, professional learning, instructional program review and transportation and facility management. The Superintendent ensures that educational standards and division goals are met in each school. The Superintendent works within the attributes of the Superintendent Leadership Quality Standard and must be a member in good standing with the professional association College of Alberta School Superintendents.

The Superintendent and the staff of the Central Services Office provide professional advice and educational, administrative, technical, and financial services. They are committed to system wide well-being. They support and assist school administrators, staff, stakeholders, members of the public, students, and their families to ensure the delivery of quality educational programs and services.

The following positions are part of the Superintendent's team, the CFO/Secretary Treasurer, Assistant Superintendents, and Principals directly report to the Superintendent. The organizational chart can be found in [AP 450, Appendix A](#).

# REQUIRED EDUCATION AND RECOMMENDED KNOWLEDGE, QUALIFICATIONS, AND EXPERIENCE

- Master's Degree in Education or related field
- Must hold, or be eligible for an Alberta Teaching Certificate and SLQS
- Leadership Certification
- Minimum of five years experience in Senior Education Administration or equivalent leadership experience
- Additional five years experience as a K-12 Principal
- Deep understanding and experience in teaching and assessment practices, current curriculum, and evolving learning initiatives
- A Criminal and Vulnerable Sector Check must be completed
- Experience in fostering respectful learning environments that are inclusive of all people
- Experience in building relationships with our communities, Indigenous peoples, external provincial and civic governments
- Knowledge of best practices in educational leadership
- In-depth knowledge of education and school based finance
- Knowledge of the Alberta curriculum
- Bilingual (English/French) would be an asset
- Preference may be given to candidates willing to relocate their primary residence within the Division boundaries



## ADDITIONAL PROFESSIONAL EXPERIENCE

- Is committed to the professional attributes of the Superintendent Leadership Quality Indicators
- Significant, successful, broad-based educational leadership experience, including work as a system leader and a school-based administrator
- Knowledgeable and supportive of rural community life and education issues
- Significant, successful experience with diverse culture skills and abilities
- Exceptional communication and facilitation skills
- Personal attributes and skills that demonstrate a strong focus on team
- Ability to lead, engage, and collaborate with the board, the staff, and the community

ACHIEVE



# SUCCEED

## LEADERSHIP STYLE/SKILLS

- Committed to innovative leadership, building on current Division strengths
- Is a dynamic, relational, and accomplished leader
- Is an ethical leader who demonstrates personal and corporate integrity
- Will support a safe, caring, and respectful culture across the Division and pursue and maintain a personal healthy lifestyle
- Is committed to a collaborative, transparent approach to decision-making processes, balanced with the strength to make necessary difficult decisions
- Is committed to building strong working relationships within the Division and within our communities
- Is committed to continuous improvement of self, others, and the Division
- Is a passionate advocate for public education
- Values and builds the leadership capacity of all personnel in the Division
- Will maintain high visibility in schools and throughout the Division
- Demonstrates strong communication and facilitation skills, and welcomes public engagement
- Ensures accountability of self and others through the professional standard of service
- Is politically astute and can work effectively with Alberta Education and other ministerial and civic partners
- Will maintain collaborative relationships with ASBA, PSBAA, CASS, ATA, CUPE, and education partners

## OUR BOARD PRIORITIES

- Student Learning
- Teacher, Support Staff, and Leader Excellence
- Community Engagement
- System Health and Wellness

## OUR CORE VALUES

- Rigour
- Integrity
- Courage
- Compassion

### LAND ACKNOWLEDGEMENT

Grande Yellowhead Public School Division is a welcoming place for peoples from around the world. We acknowledge that this land includes Treaty 6 and Treaty 8 Territories, and is a traditional meeting ground, gathering place, travelling route, and home for many Indigenous peoples, Métis, and Inuit.

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## COMPENSATION

The annual salary range according to the Alberta Education Compensation Grid. Years of education and a candidate's range of experiences will be considered when determining salary. If chosen for an interview, additional details would be discussed.

GYPSD also offers a paid vacation and benefits package in accordance with the Superintendent compensation regulations.

[Personal Invite Video from Board Chair, Dale Karpluk.](#)

## CONTACT

If living and working in beautiful rural communities from rolling farmlands to the majestic Rocky Mountains in Jasper National Park, and in the stunning vista of the Grande Cache landscape interests you, please forward your letter of application and curriculum vitae to the attention of:

Brian Callaghan,  
Consultant to the Board of Trustees  
EMAIL: [stratocaster17@shaw.ca](mailto:stratocaster17@shaw.ca)

NOTE: We sincerely appreciate all applicants for their interest in this position. However, only applicants who qualify for an interview will be contacted.

Come join our team to serve our schools and be a proud part of our communities.

EDUCATION SERVICES CENTRE  
3656 - 1 Avenue, Edson, AB T7E 1S8  
Phone 780-723-4471 Toll Free 1-800-723-2564  
Email [escgpsd@gypsd.ca](mailto:escgpsd@gypsd.ca)

Create... Achieve... Succeed!

