



DIRECTOR GENERAL
Job offer No. 2023-104

Place of work :	Eastern Shores School Board
Classification :	13 (<u>to be modified</u>)
Salary rate :	\$ 118 310.00 to \$157 742.00
Start date :	June 2023
Immediate superior :	Council of Commissioners

Eastern Shores School Board is the most Eastern English Board in Quebec, occupying three administrative regions in the province: Region 11 (Gaspésie-Iles-de-la-Madeleine), Region 09 (Cote Nord) and Region 01 (Bas St. Laurent). Of the 16 schools spread over these three territories six are elementary, three are secondary, and the remaining seven are combined elementary-secondary schools. This school board also operates 5 adult and vocational centers.

Nature of the work

Under the authority of the Council of Commissioners, the Director General shall render account of his management to the Council of Commissioners or the Executive Committee, as the case may be. In conformity with the Education Act and section 23 of the Canadian Charter of Rights and Freedoms, the Director General shall assist the Council of Commissioners and the Executive Committee in the exercise of their functions and powers and ensure that the decisions of the Council of Commissioners and of the Executive Committee are carried out. The successful candidate shall perform any other duties that are assigned.

The successful candidate will develop, implement and evaluate the school board's strategic plan on the needs of students and promote their educational, linguistic and cultural success, in addition to being responsible for the day-to-day management of the activities and resources of the school board (pedagogical, financial, administrative, material, human and information technology resources).

Requirements and Qualifications

- A graduate or undergraduate degree in a relevant field of study certifying a minimum three-year university program or hold a senior executive or senior staff position, excluding a manager position, in a school board.
- A minimum of ten (10) years of relevant experience, including at least five (5) years in a senior staff position.





- Excellent spoken and written English and French.
- Proven leadership and team building skills.
- Experience in leading major structural change will be considered an asset.
- Understanding of the finances, pedagogy, governance and administration of a school board in the context of the Quebec education system and its related laws and regulations.
- Experience working under and reporting to a board composed of elected members will be a definite asset.
- An understanding of the needs and rights of English-speaking communities.
- An understanding of, and experience implementing minority-language education rights will be a definite asset.
- Experience in managing and promoting the needs of diverse communities will be a definite asset.
- Recognized management and organizational skills with a proven track record of significant accomplishments.
- Ability to motivate and lead a team of senior administrators.
- Broad pedagogical experience will be considered an asset.
- Excellent interpersonal and communication skills.
- Capacity to work well under pressure and within time constraints.
- The Council of Commissioners may consider a contract with additional terms for the selected candidate.

To view job description as outlined in the classification plan, visit the website

<http://cpn.gouv.qc.ca/en/cpnca/management-staff/>

Interested candidates are invited to submit their letter of interest and curriculum vitae to :
Services Conseils SG-DG inc. at sgdqinc@hotmail.com

By Friday April 14, 2023 at 4:00 p.m.

Please indicate the job offer number in your letter of application
Only candidates chosen for an interview will be contacted by the Eastern Shores School Board.

Testing will be administered in order to assess candidate's skills.

The Eastern Shores School Board has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, members of visible and ethnic minorities, aboriginal and handicapped peoples.

