



DISTRICT SCHOOL BOARD OF NIAGARA (DSBN) IS NOW HIRING:

SECONDARY VICE-PRINCIPAL

WHO WE ARE

Come be a part of the leadership team at the **District School Board of Niagara (DSBN)**, where a strong sense of community and belonging is at the heart of everything we do. Across our growing board, you'll find supportive schools, passionate educators, and a shared commitment to making a difference.

DSBN employees work in diverse local communities throughout the scenic Niagara region, serving over 43,000 students at nearly 100 elementary and secondary schools. At our board, growth is the new norm. As more families make our region their home, we remain deeply committed to building safe, inclusive schools where every student can thrive. Our staff shares a common purpose to genuinely and consistently do what's best for students.

DSBN's current [Strategic Plan – Redefining Excellence](#) outlines the strategic priorities that uphold our mission, vision and values.

The outcomes shared in our [Student Achievement Plan](#) solidify our status as a high performing board.

With a strong and balanced [2025-26 Budget](#), we are well positioned to support students and staff alike in their pursuit of achievement, success and well-being.

At DSBN, we value and appreciate the everyday efforts of staff – their dedication makes a difference in our schools and in public education across Niagara. We're proud to foster an inclusive and supportive workplace where everyone feels they belong. Prioritizing wellness and work-life balance is part of our commitment to helping staff succeed, both personally and professionally.

OUR SEARCH

We are seeking experienced and qualified system leaders – such as **current Vice-Principals or Principals** – who share DSBN's vision and values. Ideal candidates bring diverse lived experiences and are prepared to meet the needs of our dynamic school communities, while aligning with the Board's mission, priorities, and goals.

HOW TO APPLY

Applications are to be sent via email (as one PDF file) – **please include the following:**

1. **Cover letter:** one page (maximum), highlighting:
 - a. your leadership experience
 - b. your impact on student achievement in a leadership role
 - c. why you are interested in DSBN at this point in your career
2. **Resume** (3 pages)
3. **Ontario College of Teachers:** membership number + copy of certificate
4. **Administrator Performance Appraisal** (most recent)
5. **References:** contact information for 3 professional references who can speak to your performance and impact in a leadership role
6. **Vice-Principal Candidate Reflective Question**
7. **DSBN Confidential Self-Identification Survey** (optional – access form via DSBN Careers website: <https://careers.dsbnet.org/PVPPostings/>)

QUALIFICATIONS

Applicants hold:

- Certificate of Qualification indicating Part I and Part II Principal Qualification (PQP)
- Special Education Part 1 (or willingness to take this [AQ Course](#) provided through OPC)

INFORMATION SESSION

If you are interested in attending a virtual information session to learn more about the DSBN and the application process, please register [here](#) by Friday, October 24. The session will take place via Teams on Tuesday, October 28 at 4:00 p.m. and the Teams link will be sent to you the day prior.

SUBMISSION

Please email your application package (**as one PDF file**) to: careers@dsbn.org

Please reference your last name and Secondary Vice-Principal in the subject line.

TIMELINE

Applications Due: Thursday, October 30, 2025 at 1:00 p.m.

Notification of Interview: Tuesday, November 18, 2025

Interviews: Saturday, November 29, 2025 - DSBN Education Centre

Vice-Principal Candidate Reflective Question

The vice-principal plays a fundamental leadership role in the school community. We expect educators in this position to:

- Foster an inclusive and equitable learning environment by prioritizing all students, implementing strategies that enhance achievement and well-being, and leading with a student-centered, problem-solving approach.
- Build trust and collaboration through effective communication, meaningful relationships, and strong connections across students, staff, families, and multi-disciplinary teams.
- Lead with a clear vision and values that inspire belonging, while demonstrating the ability to embrace challenges, adapt to change with flexibility and resilience, and maintain a commitment to continuous growth and development as an educator.

With this in mind, we invite you to **share recent experiences that illustrate how you have demonstrated these qualities** (your narrative should be up to a maximum of 2 pages – format in a Word document).

DSBN Confidential Self-Identification Survey:

To ensure equitable representation in the hiring process, your responses to the Confidential Self-Identification Survey questions would be of assistance. Your participation in responding to these questions is voluntary. DSBN is collecting voluntary data to achieve an inclusive, diverse, and representative workforce. Personal information on this form is collected under the authority of the Anti-Racism Act, 2017, S.O. 2017, c. 15, in compliance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56.

Additional Information:

The DSBN is committed to equity and inclusion in the recruitment and hiring of its employees, who reflect the diversity of the community and students we serve. We encourage and welcome submissions from candidates from diverse backgrounds to build a supportive and inclusive workplace. The DSBN is committed to “Learning and Growing Together” and recognizes that increasing the diversity of its workforce supports this objective.

In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, DSBN will provide accommodations through the selection process to applicants with disabilities. Please notify us in advance and we will work together to meet your needs. We thank the applicants for expressing their interest in working for the DSBN. We encourage applications from all individuals; however, only those under consideration will be contacted.

DSBN CONFIDENTIAL SELF-IDENTIFICATION SURVEY

I understand that the DSBN is collecting voluntary data to achieve an inclusive, diverse, and representative workforce. The data aims to intentionally identify and remove barriers for equity-deserving communities at each stage of the hiring process. Personal information on this form is collected under the authority of the Anti-Racism Act, 2017, S.O. 2017, c. 15, in compliance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56. For more information, please refer to the job posting.

Yes

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I understand the information collected through the DSBN Confidential Self-Identification Survey is voluntary and are by no means required as part of the application process. The questions below are optional and you may choose not to answer.

Yes

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- 1. Do you identify as Indigenous; that is, First Nations, Métis, or Inuit or if another Indigenous identity, please specify.**

- 2. Do you have a disability that you would like us to be aware of?**

- 3. Please feel free to share your racial/ethnic background.**

- 4. If you identify as part of the 2SLGBTQ+ community, please specify if you are comfortable in doing so.**

END OF SURVEY

Should you have any questions or comments regarding this survey, please contact Michael St. John, Superintendent of Employee Services at Michael.StJohn@dsbn.org or Ext. 54130.