



SUPERINTENDENT OF EMPLOYEE SERVICES

SA-2019-05-06-04

Trillium Lakelands District School Board is seeking an outstanding leader who inspires educational vision, in anticipation for an opening for a **Superintendent of Employee Services**.

The Board operates a strong, progressive system with approximately 2,000 staff members and 16,000 students from JK to grade 12, including forty-one elementary schools, seven secondary schools, adult and alternate education learning, and virtual learning.

Trillium Lakelands District School Board is centrally located in the province with urban and rural areas offering spectacular scenery, a wide variety of four-season sporting activities, as well as cultural and post-secondary educational opportunities.

Location: Lindsay, ON

Please note that travel throughout the TLDSB area will be required.

Qualifications:

Reporting to the Director of Education, the successful candidate must:

- demonstrate the ability to develop and promote a shared vision working with a dynamic senior team;
- demonstrate active leadership and work collaboratively with the academic and operations departments and all employee groups to support students achievement and well-being;
- provide focused policy planning and implementation, clear communication, guidance, thinking, and visioning at a strategic level, staff capacity building, and the promotion of equitable practices which value inclusion and diversity;
- provide strategic Employee Services advice to senior and mid-management staff, with a focus on ensuring organizational effectiveness and the achievement of departmental goals;
- provide subject matter expertise in all labour and employee relations matters, advising on grievance decisions, arbitration, collective agreements, employment contract interpretations and negotiations;
- oversee the staffing and recruiting functions of the Board, including selection strategies and operations, and acting as the Board's Chief Negotiator regarding collective bargaining agreements;
- bring a comprehensive understanding of relevant employment legislation and regulations, including the Ontario Labour Relations Act, the School Board Collective Bargaining Act, the Ontario Human Rights Code, the Accessibility for Ontarians with Disabilities Act, the Pay Equity Act, etc.;

- demonstrate ability in workplace investigations and report writing;
- facilitate performance appraisal processes for all categories of staff;
- oversee the effective management and initiatives of Employee Health and Safety;
- demonstrate the importance of accountability to students, parents, the community, the Director of Education, and the Board, for ensuring that students benefit from a high quality education;
- have a record of outstanding educational leadership and superior interpersonal and communications skills;
- possess, or be working towards, Ontario Supervisory Officer qualifications;
- Professional Accreditation through HRPA would be an asset;
- have the support of their Superintendent or immediate supervisor in their current role.

Application:

Please submit applications by **4 p.m. on Wednesday, May 22, 2019** including a recent performance appraisal and permission to contact three professional references, including the current immediate supervisor, quoting posting **#SA-2019-05-06-04** to the Director of Education c/o District Manager of Corporate Communications, Catherine Shedden via email: catherine.shedden@tldsb.on.ca

Trillium Lakelands District School Board would like to thank all respondents, however, only those selected for an interview will be contacted. The successful candidate will be required to provide an original Criminal Record Check, including Vulnerable Sector screening, prior to the commencement of employment. Please note that the CRC must be dated within six months of acceptance of employment.

Trillium Lakelands District School Board complies with the Accessibility for Ontarians with Disabilities Act (AODA). If you require accommodation for a disability during any stage of the recruitment process, please advise the Human Resources Department.