



# UPPER GRAND DISTRICT SCHOOL BOARD

## HUMAN RESOURCES

Upper Grand District School Board invites a letter of interest for the following Eligibility List:

### SECONDARY PRINCIPAL

Minimum Requirements – At the time of application candidates must have:

- a) Part 1 and Part 2 of the Ontario Principal Qualification Program and this must be noted on the applicant's Ontario College of Teachers Certificate;
- b) A member in Good Standing with the Ontario College of Teachers;
- c) Experience in the role of Vice-Principal;
- d) Leadership experience in educational activities, committees and professional organizations;
- e) Special Education Part 1 or Special Education for Administrators AQ course and demonstrated experience with Special Education Policy and Procedures;
- f) Completed or have registered for "Me-As-Principal" UGDSB Training or equivalent;
- g) OPC Emerging Leader Development Program – 4 modules (*recommended*);
- h) Special Education for Upper Grand District School Board Administrators – Tier 2 is required – *for internal candidates only*

**An application form is available on the Board's Website (please follow the link below):**

[Application Package for the Principal/Vice-Principal Eligibility List](#)

**The completed application form must be received no later than:**

**January 21, 2019**

**To – Doug Morrell, Superintendent of Education, Upper Grand District School Board, 500 Victoria Road North, Guelph, Ontario N1E 6K2  
Via e-mail c/o – [cathy.hill@ugdsb.on.ca](mailto:cathy.hill@ugdsb.on.ca) or Fax – (519)822-5894**

Successful external candidates will be required to provide an original Criminal Records Check including Vulnerable Sector Screening prior to the commencement of employment.

Accommodations are available during all phases of the recruitment process. Applicants need to make their needs known in advance to the Manager of Wellness and Employee Health

Equal Opportunity Employer

L. Busuttill, Chairperson

M.C. Rogers, Director of Education