



UPPER GRAND DISTRICT SCHOOL BOARD

HUMAN RESOURCES

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

SECONDARY VICE 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) A combination of classroom and administrative experience;
- d) Leadership experience in educational activities, committees and professional organizations;
- e) Special Education Part 1 or demonstrated experience with Special Education Policy and Procedures;
- f) Completed or have registered for "Me-As-VP" UGDSB Training or equivalent;
- g) OPC Emerging Leader Development Program – 2 modules (*recommended*);
- h) Special Education for Upper Grand District School Board Administrators – Tier 1 is required – *for internal candidates only*;
- i) Preference will be given to candidates with extensive designate and/or leadership and/or system experience.

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 – amanda.creed@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. Busuttil, Chairperson

M.C. Rogers, Director of Education