

JOB OPPORTUNITY

High School Principal

Term position

POSITION OVERVIEW

The Sagkeeng High School requires a Principal for Fall 2018 until the June 2019 academic year. Reporting to the Education Director the successful applicant will be responsible for the overall administration and operation of the school in a manner consistent with Sagkeeng Educational Authority policies, provincial and federal guidelines, and consistent with the values, beliefs, heritage, political structure, and protocols of the community.

DUTIES:

- Supervises and provides direct educational leadership to school staff,
- Assigns roles and duties to staff;
- Evaluate staff performance and discuss results with them,
- Meets with the Director, students, teachers, parents and others as required,
- **Insures the development and provision of exemplary and progressive educational programs,**
- Oversees the school budget and spending priorities,
- Reports accurate information to the Education Director, CFO, and others as required,
- Other duties within scope of the position as required.

QUALIFICATIONS:

- Master's Degree in Education preferred but a Bachelor's Degree and a combination of relevant education, training, and experience may be considered,
- Must be certified or eligible for certification,
- Several years' experience working in an Educational setting preferably in a First Nations community or school,
- Several years' experience in a leadership role,
- Strong staff management and interpersonal, communication and team building skills,
- Ability to creatively plan and build exemplary and progressive school programs,
- Experience using computers and other technology to facilitate learning,
- Demonstrate commitment to assessment for learning and outcome-based planning, and reporting practices,
- Excellent written and verbal communication skills,
- Attention to detail and the ability to write and present detailed reports,
- An ongoing commitment to keep informed of current practice and techniques relating to school programs, teaching, methods and administration,
- Highly motivated and committed to student learning and staff development,
- Good work ethics and ability to act as a role model to youth. As a role model for youth, it is imperative that you are living a healthy, drug-free lifestyle.
- Clear criminal record and abuse registry checks,
- Valid driver's licence and a reliable automobile.
- Preference will be given to people of First Nations ancestry.



APPLICATION DEADLINE:
September 24th,
2018

Interested applicants must submit:

- a cover letter / resume,
- Child Abuse Registry Check (or proof of application)
- Vulnerable Sectors Check
- Photocopy of driver's license

Attention to:
Human Resource Manager
Sagkeeng Government
Box 3, Fort Alexander, MB
R0E 0P0

Resumes can be mailed to the above address, emailed to jobs@sagkeeng.ca or dropped off at the Sagkeeng Government Band Office.

LATE SUBMISSIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES

PLEASE BE ADVISED THAT ONLY THOSE SELECTED FOR AN INTERVIEW WILL BE CONTACTED