

Executive Director, Provincial and Demonstration Schools Branch Ministry of Education | Milton, Ontario

ABOUT THE PROVINCIAL AND DEMONSTRATION SCHOOLS BRANCH

The Provincial and Demonstration Schools Branch of Ontario's Ministry of Education (PDSB) is a leader in the delivery of elementary and secondary education and specialised integrated programming for students who are Deaf, hard of hearing, blind, low vision, Deafblind, or who have a severe learning disability. The PDSB operates three American Sign Language (ASL)/English provincial schools for the Deaf and three English-language demonstration schools for students with severe learning disabilities (co-located in Belleville, London, and Milton) and one English-language provincial school for the blind, visually impaired and Deafblind (in Brantford). In partnership with students, their families, district school boards and communities across Ontario, the PDSB supports over 550 students to develop to their full potential and succeed in a total experience including sports, music, recreational and leadership opportunities, in school and beyond.

THE ROLE

Reporting to the Assistant Deputy Minister, Student Support and Field Services, and indirectly to the Deputy Minister of Education, the **Executive Director, Provincial and Demonstration Schools** will provide oversight for a \$55 Million operating budget and strategic leadership to superintendents and managers that deliver education, curriculum, programs, maintenance, housekeeping, foodservice operations, information technology, and support services to over 500 students, with 600 full-time staff across four campuses including 170 teachers and 12 principals/vice-principals as well as resource/outreach services, pre-school home-visiting programs and consultative services to district school boards across Ontario.

The Executive Director will lead the development and implementation of high quality, integrated, student focused services and supports, while apprising the Minister and Deputy Minister of Education on operations and results and liaising regularly with bargaining unit leaders, parents, advocacy associations and government agencies. The Executive Director will lead strategic, business, and operational planning for the schools, aligning governance structure with educational and business objectives, upholding the highest standards of educational quality, and promoting programs and services that allow students to reach their maximum potential.

The Ministry is looking for a collaborative leader who will earn the confidence of stakeholders with competing interests and priorities, and effectively balance public service operations with student achievement and wellbeing. This is a uniquely rewarding mandate for a senior educator with strong leadership skills to provide strategic and operational direction in the education of Deaf, blind, deafblind, and learning-disabled students.

KEY RESPONSIBILITIES

Operations Leadership

- Setting vision and executing planning, control, reporting, priority-setting, financial/risk management, budgeting, resource allocation and performance management for all programs and services, leveraging capital, supplies, equipment funding, providing responsive and student-focused service delivery

- Recruiting, orienting, and managing direct reports, establishing performance metrics, supporting training, development, conducting performance reviews and facilitating a team approach to student support and stakeholder response. Handling employee relations issues, initiating disciplinary action as required, and responding to grievances and complaints.

Relationship Management, Collaboration, Advice and Stakeholder Liaison

- Developing relationships and working collaboratively with Assistant Deputy Ministers in the Ministry of Education, Ministry of Government Services and Labour Negotiations Secretariat, providing advice regarding PSAT (union) negotiation activities and their impact on government and the broader education sector.
- Developing collaborative relationships with stakeholder associations (provincially and nationally), lobby groups, student associations, and parents, regarding consistent policies and procedure interpretation and implementation.
- Developing and maintaining critical relationships with school boards, unions, and other stakeholders (e.g., directors, supervisory officers, human resource officials of boards, elected and staff union representatives).
- Ensuring the Minister and Deputy Minister are advised on the operations and their impact on the client community.
- Providing advisory services on performance and operational issues to Ministry executive leadership.

Advocacy, Standards and Performance Measurement

- Ensuring programs and services meet student educational needs and the highest standards for educational quality are upheld while promoting innovation and change and directing enhancements to operations and program delivery.
- Ensuring and improving student advocacy services, managing information flow with respect to allegations of abuse, related investigations, and court proceedings.
- Evaluating operational performance through information gathering, monitoring, and review.
- Developing annual business plans and performance measures to promote student, parent, and stakeholder satisfaction and to achieve organizational objectives within the overall strategic plan.
- Promoting continuous evaluation, improvement, and optimization of business practices and service delivery.

QUALIFICATIONS AND EXPERIENCE

- Fluency in American Sign Language (ASL) would be considered a great asset.
- Preferred candidates will have extensive elementary and/or secondary education leadership experience, preferably with a concentration in Special Education, ideally with students who identify as Deaf, hard of hearing or blind, low vision, Deafblind, or with a severe learning disability.
- Experience managing sizable academic operations in a unionized environment, inspiring leaders, shaping organizational culture, providing financial and risk oversight and leadership and direction in labour relations matters and negotiations and achieving outstanding results.
- Experience developing and maintaining strategic relationships with a wide range of stakeholders, influencers, advocacy groups/associations, parents/caregivers, government ministries, and agencies.
- Excellent strategic communication skills, political acuity, and understanding of the impact of communications and its alignment with government policy and direction.
- Understanding of school board organizational structures and knowledge of economic, social, cultural, political, and educational issues facing Ontario and the inherent problems and opportunities they present to the schools

- Experience as a leader in a highly visible role, subject to close public, media, and political scrutiny.
- Membership in good standing with the Ontario College of Teachers is required, as is a Supervisory Officer's Certificate for governance of the schools as required by the Education Act.

Salary: \$164,910 - \$222,720

HOW TO APPLY

To express interest in this exciting opportunity, email your cover letter and resume to:

Patrick Rowan, Partner, Feldman Daxon Partners

45 St. Clair Avenue West, Suite 700, Toronto, Ontario M4V 1K9

Tel.: 416-515-7600 x254; Email: prowan@feldmandaxon.com

DIVERSITY, INCLUSION, ACCESSIBILITY, AND ANTI-RACISM

The Ministry of Education is an equal opportunity employer, committed to fostering and maintaining a work environment that promotes respect for others, open communication, teamwork, and accountability. The Ontario Public Service is an innovative, responsive, accountable public service that works hard to be diverse, anti-racist, inclusive, merit-based, and equitable. Diversifying leadership teams is a top OPS priority with the goal to achieve parity with the Ontario labour force by 2025 for the most underrepresented groups (Indigenous, racialized and persons with disabilities) in leadership, positions. To support this goal, Feldman Daxon Partners is committed to inclusive, barrier-free recruitment and selection processes. People from equity-seeking groups are encouraged to apply and will be taken into consideration in determining the successful candidate. If you are contacted by our firm for an interview, please advise us of any accommodations needed to ensure you have access to a fair and equitable process in accordance with the Ontario Human Rights Code. Any information received relating to accommodation will be addressed confidentially.