



EMPLOYMENT OPPORTUNITY

Lac La Ronge Indian Band is now accepting applications for the following permanent full-time position based out of the La Ronge Band Office:

SUPERINTENDENT OF SCHOOLS (SPECIAL EDUCATION)

The Superintendent, under the direction of the Director of Education, will primarily be responsible for overseeing **Numeracy, Special Education, program/curriculum implementation (Math, Science, PAA and Arts)**, planning and assessment. This role will also oversee needs assessments, goals, and formulated plans for student improvement, and will follow up and provide feedback to staff members.

Duties (includes but not limited to):

- Work closely with administration to provide learning resources, numeracy programming and curricula and distribute equitably amongst schools.
- Ensure and check on teachers on the implementation of Numeracy curriculum, policies and procedures, programming and assessment.
- Develop and implement short and long-term range plans for curriculum, instructional evaluation and improvements.
- Ensure and support the provision of early learning programming in elementary schools.
- Ensure appropriate programming is in place in each school to support student success.
- Initiate and coordinate the process related to the designation and funding of special needs students.
- Gather testing and medical data, complete designation forms and apply for funding.
- Coordinate activities related to the referral, placement and programming for special needs students within the schools.
- Foster effective communication with school Principals regarding special needs student placements and programming.
- Assist Resource Teachers and Tutor's in planning and programming for special needs students; this includes the preparation of I.E.P.'s.
- Coordinate and organize in-service needs as indicated by personnel working with special needs students.
- In collaboration with the school Principals, supervise special programs, specifically those targeting behaviour.
- Evaluate the efficiency of special programs on an ongoing basis and assist in their continuing development.
- Be aware of demographics and socio economics in all communities.
- Promote collaboration and communication between communities and schools.
- Develop strategic performance metrics and targets that are consistent with LLRIB goals.
- Ensure Resource Teachers and Tutor's have clear goals and are aware of expectations

Requirements:

- A minimum of Bachelor of Education degree, with a focus/training in Special Education. Candidate with Master of Education shall be preferred.
- Minimum of 5 years teaching experience, preferably in Special Education.
- Resource room experience.
- Strong elementary and/or secondary school administrator experience;
- Knowledge & understanding of school board policies, compliance regulations, appropriate legislation.
- Excellent verbal and written communication skills.
- A broad knowledge of child development and teaching methods.
- Cultural sensitivity.
- Ability to speak Cree language would be an asset.
- Excellent negotiation and mediation skills.
- Ability to recognize individual learning styles and the characteristics of learners.
- Strong working knowledge of Microsoft software, including Word, Excel, etc.
- Ability to provide satisfactory Criminal Record and Vulnerable Sector Check.
- Valid Class 5 driver license.

Posting date: April 27, 2018

Deadline for applications: Until suitable candidate is found

Benefits: LLRIB offers a comprehensive salary and benefits package such as Years of Service recognitions, Northern Allowance, Housing Subsidy, Extended Health Care and Pension plans.

To apply, please submit **cover letter** and **resume** including three (3) **professional references (excluding Chief & Council)**. **One of the references must be from your current or most recent Employer**, to:

Human Resource Office
Lac La Ronge Indian Band, Box 480
La Ronge, Saskatchewan, S0J 1L0

Fax: (306) 425-2170
E-mail: hrinfo@llrib.ca
Or apply online at <https://llrib.bamboohr.co.uk/jobs/>.

****Note: Your references MUST be people who you reported to and had direct supervisory authority over you. In the cover letter, please indicate permission to contact references****

For further information, please call Simon Bird, Director of Education at (306) 425-4938.

LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted. The successful candidate will be required to undergo a criminal record check, and vulnerable sector screening check. Please be advised applications received

without the proper documentation may not be considered.