

NOTICE NO. 163

**POSTING:
2019.05.09**

ELEMENTARY SCHOOL PRINCIPAL – ST. LAWRENCE

Applications are invited for the position of Principal at St. Lawrence Elementary School located at 148 Champlain & 150 St. Raymond in Candiac. This school offers instruction in French Immersion and in English. The selected applicant will be responsible to the Director General.

NATURE OF THE TASK:

The selected candidate will assume the responsibility for the management of all pedagogical, administrative and financial matters of the school in order to foster success for all students. These matters include Supervision of staff and Evaluation of job performance, the Educational Project, School Success Plans, Management and Educational Success Agreements, Evaluation of Staff, Individual Educational Plans, Day Care Services and any other school initiatives. As well, the Principal will assist the Governing Board in the exercise of its functions and powers. The position requires excellent interpersonal, conflict resolution and communication skills. The successful candidate should have a solid knowledge of elementary curriculum. In addition, skills developed in the area of community relations with parents, students and other partners that support the school community are required.

QUALIFICATIONS:

- Bachelor's degree in education or an undergraduate degree in a relevant field of study certifying a minimum three-year university program
- Master's level degree or Certificate in Educational Administration (completed or in progress).
- Permanent teaching licence issued by the Ministère de l'Éducation et de l'Enseignement supérieur (MEES).
- Eight (8) years of relevant experience.
- Strong knowledge of pedagogical programs and the Quebec Education Program.
- Proven Leadership Skills.

ASSETS:

- Completion of, or participation in, Riverside's Administrative Leadership Program. □ Mastery of both French and English, spoken and written.
- Proven leadership and excellent interpersonal relation and communication skills.
- Commitment to the integration of students with special needs.

SALARY AND WORKING CONDITIONS:

Salary and working conditions are in conformity with the Regulation respecting the Conditions of Employment of Management Staff of School Boards. The position falls within classification 08 (\$84,166 to \$112,219) according to qualifications and experience.

Candidates should submit their applications in writing with a curriculum vitae, **before 4:00 p.m. on May 23, 2019** to Human Resources, by mail or by e-mail at riversidecv@rsb.qc.ca. RSB will send an electronic acknowledgement of receipt for applications sent to that email address.

Riverside School Board encourages applications from women, members of visible and ethnic minorities, Aboriginal people and people with disabilities.

2019.05.08/lt

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