

SASKATCHEWAN CATHOLIC SCHOOL BOARDS ASSOCIATION

Executive Director Search

The Saskatchewan Catholic School Boards Association (SCSBA) is seeking a dedicated educational leader for the position of Executive Director. This is a part-time position commencing August 1, 2017 or as mutually agreed.

The SCSBA is the voice of Catholic School Boards in Saskatchewan, committed to preserving and enhancing the rights of Catholics to education based on the Gospel of Jesus Christ.

The ideal candidate will be a servant leader with a background in educational leadership in Saskatchewan, along with a depth of collegial management skills, and a strong faith life. The Executive Director is a recognized leader of Catholic education in Saskatchewan and brings with them a passion for the Gospel values and Sacramental life celebrated in our Catholic schools which is modeled to the SCSBA staff, shared with the SCSBA Board of Directors and with all education stakeholders. They will be required to maintain the strong relationships that the SCSBA has established with the government, Catholic Bishops of Saskatchewan as well as other provincial and national organizations. In addition, their work will ensure that the faith formation of Catholic trustees, educators and administrators is encouraged and promoted through annual conferences. The Executive Director is responsible to an 8-member provincial board and is guided by the SCSBA's governing documents and Strategic Plan.

The successful candidate must have strong experience in all of the following areas:

LEADERSHIP

- fostering high-level relationships between a variety of educational stakeholders in the following areas: ecclesial, governmental, educational, provincial, and national
- ability to précis legal, legislative, and ecclesial documents
- understanding of the political and legislative process in Saskatchewan and Canada
- marketing an organization to its stakeholders, as well as to larger communities
- leading by the theory of "servant leadership," the Executive Director will be responsible to an 8-member provincial board which includes 9 Catholic trustees and a representative from the Catholic Bishops of Saskatchewan
- familiarity with and a background in theological course work, including scripture, Canon Law, and Church teachings on liturgy and morality
- planning conferences focused on faith formation, this includes working effectively with internationally-recognized speakers, committee coordination

FISCAL MANAGEMENT

- oversight of financial statements and ensuring their clear reporting
- participating in an annual audit

POLICY AWARENESS

- familiarizing, understanding, and enacting an organization's governing documents (i.e. Bylaws, Mission Statement, Vision, Core Purpose)
- implementing a three-year Strategic Plan
- working with Board Governance Policies

STAKEHOLDER COMMUNICATIONS

- working as part of a large board
- ability to work in a leadership capacity for planning conferences, conventions and general meetings

The ideal candidate will:

- have a Master's degree pertaining to education
- be a practicing Catholic
- have a proven commitment to Catholic education and publicly-funded Catholic schools in Saskatchewan
- have superior communication skills

Interested candidates should email by April 23, 2017 a cover letter, resume, three references and one current pastoral reference to:

Mrs. Paula Scott
SCSBA President
pscott@lcsd.ca
Phone: 780-872-7192

We thank all applicants for their interest. Only those shortlisted for interview will be contacted.