



Saskatchewan Distance Learning Centre

Main office:

408-5th Avenue

Kenaston, SK S0G 2N0

306-252-1000

Saskatchewan Distance Learning Centre (Sask DLC) is dedicated to providing high-quality Kindergarten to Grade 12 online learning opportunities for students throughout Saskatchewan. We are dedicated to continuous improvement and growth, leadership at all levels, academic excellence, and a strong, cohesive culture. This is accomplished through providing learning opportunities that are responsive to students, families and communities while meeting the needs of our growing and diverse province.

Principal – Moose Jaw Regional Campus

Saskatchewan Distance Learning Centre requires a Principal, Moose Jaw Campus, for the start of the 2024-25 school year. The position will commence on August 26, 2024 or date to be determined by the Sask DLC.

Sask DLC is a newly formed Treasury Board Crown Corporation in Saskatchewan, created to deliver high-quality and equitable online learning programs to students across the province. Sask DLC's head office is located in Kenaston, with an administrative office in Regina, and nine regional campuses located in Swift Current, Moose Jaw, Estevan, Yorkton, Saskatoon, Nipawin, Prince Albert, Neilburg and La Ronge.

The Campus Principal will report directly to the Superintendent of School Operations. Duties will include supervision, professional growth, and support of teaching staff based at the regional campus, supervision and support of Online Learning Facilitators located at high schools within the Moose Jaw Campus region, and other professional duties as assigned.

Candidates with a minimum of 3-5 years of experience in staff supervision, online teaching, course development, instructional design, and online program supervision will be considered. In addition, a Master's degree in Educational Administration or Educational Technology and Design would be deemed an asset.

At Sask DLC, we are committed to providing students with a quality online educational experience; an integral part of that being meaningful student and parent interactions. As Principal of the Moose Jaw Campus, you will work with the Senior Administration to carry out the vision and mission of Sask DLC. We are looking to recruit an individual who seeks to understand the challenges of online learning and strives to create real connections with all stakeholders.

Specific Duties include:

- Ensure decision making within the campus is student-centred.
- Assume the role of instructional leader and mentor for online staff.
- Coordinate joint ventures and projects between departments as required.

- Build and implement common procedures, framework, and strategies to support the mission and vision of Sask DLC.
- Coordinate and support online staff based at the regional campus.
- Assist with building capacity in instructional strategies and coordinating professional development to increase skills and capacity of staff.
- Supervise and support Online Learning Facilitators located within high schools in the assigned region.
- Act as a liaison between Sask DLC and School-Based Administrators within the region to support the partnerships between Sask DLC and school divisions.
- Create a team atmosphere of collaboration and proactive group problem solving.
- Provide input into supervision and evaluation of staff in collaboration with the Superintendent of School Operations.
- Collaborate with the Vice President of Corporate Services and related department staff to manage assigned budgets.

We are seeking a professional who can demonstrate:

- interpersonal, communication and leadership skills to lead the regional campus towards a common vision of teaching and learning excellence;
- a leadership style characterized by student-centred and collaborative decision-making;
- proven teaching and administrative abilities at the K to 12 levels including online;
- a positive image of the school to the community at large;
- experience working with children with diverse needs;
- excellent organizational skills;
- a history of positive relationships with students, parents, and staff;
- a working knowledge of computer technology;
- a proven ability to work with all partners to establish clear goals and direction;
- an ability to develop and maintain a safe and orderly learning environment;
- an ability to establish and maintain links with the community;
- a focus on student achievement;
- effective leadership and planning for professional development; and,
- a solid understanding and experience with a wide variety of curricula.

To Apply: Interested applicants are invited to complete an online application and include a resume or curriculum vitae with cover letter and contact information for at least three professional references.

The site applicants are directed to register/log in with Sask DLC at the following address:
<https://saskdlc.simplification.com/WLSBLogin.aspx> (please scroll down).

Any questions regarding this position can be directed to:

Jill Long
 Superintendent of School Operations – South
 Saskatchewan Distance Learning Centre
 jill.long@saskDLC.ca
 306-252-1000

Applications will be accepted until April 30, 2024.

*We thank all those who apply for this position; however, only those selected for an interview will be contacted. The successful candidate will be required to submit a satisfactory criminal record check (vulnerable sector) as a condition of employment.