



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 (K-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.

Student Services Consultant

Saskatchewan Distance Learning Centre requires a Student Services Consultant, Kenaston 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. Sask DLC delivers online programming to full-time K-12 students and part-time students attending schools across the province.

The Student Services Consultant will report directly to the Assistant Superintendent of Student Services. Duties will include the supervision and coordination of programming for students with diverse needs; supervision, professional growth, and support of educational assistants and student support teachers; and other professional duties as assigned.

Candidates with a minimum of 3-5 years of experience in online teaching, student support services, and staff supervision will be considered. Additional qualifications in the area of inclusive education, special education, or leadership 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 parent and student interactions. As Student Services Consultant, 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 is student-centred.
- Assume the role of instructional leader and mentor.
- Assist in the identification of students with intensive needs.
- Coordinate and supervise the planning and delivery of programming for students with diverse needs.

- Implementation of Ministry of Education policies and procedures as they relate to the needs-based model, inclusive education, adaptive dimension, etc.
- Work collaboratively with members of the student services team to provide comprehensive services to students.
- Create a team atmosphere of collaboration and proactive group problem solving.
- Build and implement common procedures, framework, and strategies to support the mission and vision of Sask DLC as it relates to student supports and services.
- Assist with building capacity in instructional strategies and coordinating professional development to increase skills and capacity of staff.

We are seeking a professional who can demonstrate:

- interpersonal, communication and leadership skills to lead staff towards a common vision of teaching and learning excellence;
- a leadership style characterized by student-centred and collaborative decision-making;
- inclusionary philosophy and beliefs;
- proven teaching abilities in the area of online student supports for K-12 including ability to make effective adaptations and design programming that provides additional instruction for students with diverse needs;
- a positive image of the school to the community at large;
- excellent organizational skills;
- proven ability in the areas of student assessment, the development of inclusion and intervention plans, transition planning and service coordination;
- a history of positive relationships with students, parents, and staff;
- a working knowledge of computer technology;
- interprofessional collaboration and 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, including outside agencies;
- a focus on student achievement; and,
- effective leadership and planning for professional development.

What We Offer

Sask DLC provides a work environment that is committed to upholding the values of Respect and Integrity, Serving Citizens, Excellence, Innovation and Acting as One Team.

Sask DLC is committed to workplace diversity which reflects the diversity of the students and communities we serve. Applications are encouraged from First Nations and Métis candidates.

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:

Tammy German
 Assistant Superintendent of Student Services
 Saskatchewan Distance Learning Centre
 Tammy.German@saskDLC.ca
 306-252-1000

Applications will be accepted until May 6, 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.