



DEPARTMENT OF EDUCATION

Posting #: 21 T002

AMENDED

Posting Date: 2021 02 12

Closing Date: 2021 02 28

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School: Holy Family Elementary School, Whitehorse  
Position: Principal FTE: 1.0 Permanent  
Start Date: 2021 08 17

#### QUALIFICATIONS AND EXPERIENCE:

- Possession of a Master's Degree in Education or equivalent in educational administration and/or elementary curriculum;
- Recent experience in administration and/or educational leadership in a school setting;
- Experience in learning environments such as experiential education or project based educational programming;
- Experience in incorporating cultural activities into the curriculum of the school program;
- Recent experience teaching in a Catholic school with diverse curriculum needs **is an asset**.

**NOTE: Candidates who have education, training and/or experience equivalent to the education criteria listed above may be equally considered**

#### DESIRED KNOWLEDGE, SKILLS AND SUITABILITY:

- **Willingness to be involved in the Catholic community and to provide strong faith leadership to students and staff;**
- **Ability to plan, and assist in, Roman Catholic liturgies is required;**
- **Ability to integrate Catholic teachings throughout the curriculum;**
- **Ability to commit to on-going faith formation for self and staff.**
- Ability to effectively lead, motivate and supervise staff and students and to establish and maintain harmonious relationships with students, parents, staff, school council, First Nation & community as a whole;
- Ability to create a safe and caring environment where every student and staff member feel secure, respected, valued and has the chance to succeed.
- Ability to set goals, organize and schedule an elementary (K-7) school;
- Ability to coach staff to teaching excellence;
- A willingness to accept shared responsibility for guiding student behaviour using a restorative approach as set out in Yukon Education policy documents (Safe and Caring Schools Policy; School Council Dispute Resolution Policy)
- Excellent interpersonal and communication skills with the ability to maintain and build respectful and positive relationships with students, staff, parents, school council, Department of Education, Catholic Episcopal Corporation, Catholic Education Association Yukon (CEAY) and the community;
- Proven decision-making skills, demonstrating effective listening, ability to accommodate and to mediate diverse views, to stand up for what is best for the school, stand firm on informed decisions, and follow through;
- Knowledge of Yukon elementary curriculum and teaching strategies with the ability to develop, implement, and monitor special education programs and IEPs for special needs students;
- Commitment to high academic standards for all students through literacy and numeracy programs which incorporate innovative learning strategies such as social/emotional learning, experiential learning, current evaluation and assessment practices and staff development;
- A knowledge of, sensitivity to, and willingness to integrate Yukon First Nations ways of knowing, doing and being that supports a culturally diverse student population with the ability to incorporate and promote this diversity within the faith life of the school community.

#### ADDITIONAL INFORMATION:

- To be an Administrator in Yukon, you must be certified in another Canadian province/territory first.
- Successful applicants will be required to undergo a security/vulnerable sector check.
- Relocation may be available.
- Preference will be given to the candidate who is a practicing member of the Roman Catholic Church, committed to excellence in Catholic Education. To receive preference, it is required to include a current Roman Catholic Pastoral Reference, current Teacher Faith Letter and current Baptismal Certificate. Go to our website for the documents [http://www.education.gov.yk.ca/employment/teaching\\_catholic.html](http://www.education.gov.yk.ca/employment/teaching_catholic.html)

**TO APPLY FOR THIS OPPORTUNITY, GO TO:**

[yukon.ca/en/employment/jobs-schools](http://yukon.ca/en/employment/jobs-schools)