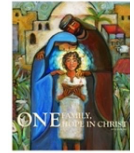




# CISPG PRINCIPAL OF LEARNING SERVICES

*Continuing Contract 0.6 FTE*

Starting August 1, 2022



## OVERVIEW

CISPG (Catholic Independent Schools, Diocese of Prince George) is a vibrant Catholic organization committed to "ALL learners thriving in innovative, healthy, and inspiring faith communities". We are looking for a passionate educator to lead our Learning Services Team (LST).

The Principal of Learning Services will support CISPG schools grades K-9. The Principal will lead the CISPG Learning Services Team and will report directly to the CISPG Superintendent.



## PRIMARY RESPONSIBILITIES

- Connect, collaborate, and network with CISPG principals and superintendent, CISPG LST Leads and the Christian Education Consultant
- Develop, monitor and implement the annual CISPG Learning Plan
- Support schools in the development and implementation of School Learning Plans
- Communicate on a regular basis with CISPG educators regarding learning: e.g., bi-weekly CISPG Learning Updates and social media
- Develop and implement tools, systems, policies and procedures that support CISPG educators: e.g., Internal School Evaluations, staff evaluation processes, CISPG evidence of student learning, student reporting, etc.
- Connect, collaborate and network with other provincial partners (e.g., UNBC, BC Ministry of Education contacts, CISVA and other Districts/Dioceses, POPEY)
- Other duties as assigned

## QUALIFICATIONS/SKILLS

- BC teacher certification
- Master's degree preferred
- Minimum 3 years of successful administrative experience in schools/diocesan office
- Ability to facilitate collaboration among CISPG schools
- Strong interpersonal and communication skills
- Deep understanding of the BC Curriculum: e.g., Learning Standards, Assessment for Learning (AFL) practice, core competencies, innovative learning
- Understanding of school-based inquiry processes
- Experience with BC Ministry of Education and CISPG policies and procedures, standards and practices

Applicants must be practicing Catholics with a positive Pastor reference.

Compensation will be determined by the Superintendent, depending on qualifications and experience and referencing the Prince George Principal salary grid. Mileage for required travel and funding for professional learning will also be included.

To apply, internal applicants should submit a cover letter and resume to Chris Dugdale, CISPG Superintendent: [cdugdale@cispg.ca](mailto:cdugdale@cispg.ca), by May 20, 2022. External applicants should complete the online "Principal Application" at [cispg.ca/careers/](http://cispg.ca/careers/) by May 20, 2022.