

THE OPPORTUNITY

The Upper Grand District School Board (UGDSB) is seeking an innovative, dynamic and agile leader to join our Executive Committee as **Superintendent of Student Achievement**, with duties to commence as soon as possible.

VISION AND VALUES OF A UGDSB LEADER



WHAT YOU BRING AS A LEADER

- You have experience and expertise as an educational leader that is complemented by the Ontario Ministry of Education Supervisor Officer's Certificate. Applicants currently enrolled in SOQP are welcome to apply.
- You are an exemplary educator who upholds the fundamental human rights of all individuals by actively promoting equity, inclusion, and dignity. Your commitment to anti-racism and anti-oppression is reflected in your proven ability to identify and dismantle systemic barriers and is aligned with the pillars of the Ontario Human Rights Code.
- As a collaborative leader you actively develop the strengths of others within the organization to implement and expand on the board's priorities as outlined in the Multi-Year Plan, Vision 2026+.
- Your leadership style is student centered and exemplifies superior communication and consensus building skills and is aligned with the pillars of the Ontario Human Rights Code.

SUPERINTENDENT OF STUDENT ACHIEVEMENT RESPONSIBILITIES

- As a member of the Executive Committee and reporting to the Director of Education/CEO or designate, you will demonstrate your professional and personal commitment to student learning and wellness.
- You will lead with a student-first focus, managing all aspects of your assigned K-12 family of schools and identified portfolios, ensuring due diligence, exemplary leadership, and transparent accountability for

LEADERSHIP OPPORTUNITY: SUPERINTENDENT OF STUDENT ACHIEVEMENT

- You will be instrumental in the implementation of the UGDSB Multi-Year Plan, guiding the strategic priorities, supporting Vision 2026+.
- You will foster trusting relationships through your open, transparent and accountable approach. Using your advanced conflict resolution skills, you will proactively and positively respond to and resolve highly sensitive issues.

SUPERINTENDENT OF STUDENT ACHIEVEMENT AT UGDSB: WHAT'S IT ALL ABOUT?

Have you ever wondered what it would be like to be a Superintendent at the Upper Grand DSB? If so, reach out to SOenquiries@ugdsb.on.ca with your query and you will be contacted by one of our Superintendents of Student Achievement.

APPLICATION DETAILS

Application Package Requirements:

- **Cover letter (one-two pages)** articulating your readiness to take on this role; leading families of schools (including both elementary and secondary schools) at the UGDSB. Please speak to how your leadership aligns with key areas such as the Multi-Year Plan, Human Rights, AI Literacy, and how you will make the shift from your current role to being a member of the Executive Committee. We are interested in how you demonstrate collaborative decision-making and how you hold yourself and others accountable in your leadership practice.
- **Curriculum vitae** highlighting your educational background, professional experience, leadership accomplishments, and the personal value system that guides your leadership style.
- **Three professional references** with authorization to contact under the terms of the Municipal Freedom of Information and Protection Act. *Please note that references may be contacted at any point in the process.*

Applications can be sent to SOJobs@ugdsb.on.ca and must be received no later than **12:00 p.m., Friday, October 31, 2025.**

Selection Process:

The selection process is designed to be thorough, reflective, and aligned with the purpose and vision of the UGDSB. It includes the following steps:

1. **Application Submission:** Submission of a completed application package, including all required documents listed above.
2. **Application Review:** All applications packages will be reviewed by the Executive Committee to determine a shortlist.
3. **First Interview:** Shortlisted candidates will interview with the Director of Education/CEO and selection committee.
4. **Post-Interview Review:** The Executive Committee will review feedback from the first interview, determine candidacy to move to the next steps in the process.
5. **Second Interview:** Meeting with, at minimum, the Director of Education/CEO, the Superintendent of People, Leadership, & Culture, and the Chair to discuss UGDSB's leadership priorities and their alignment with the organization's purpose and vision. Note: Candidates invited for a second interview will be required to complete a DiSC profile (link to be provided).

INCLUSIVE RECRUITMENT AND HIRING AT THE UGDSB

Employment Equity

The UGDSB is committed to building a diverse staff that is reflective of the community and students we serve. We actively encourage applications from members of groups who have historically and/or currently experience marginalization and/or barriers to equity, including, but not limited to:

- First Nations, Inuit, and Métis peoples
- Persons of marginalized sexual orientations, gender identities, and gender expressions
- Members of groups that commonly experience discrimination based on race, ancestry, ethnicity, colour, religion and/or spiritual beliefs, or place of origin
- Persons with disabilities

At UGDSB, we recognize that individuals may hold overlapping identities, which shape their experiences in unique ways. We are committed to our responsibility to create and maintain inclusive, equitable environments where everyone can fully participate, thrive, and reach their potential. To learn more, please visit [Safe, Equitable and Inclusive Schools](#).

Accommodation & Accessibility

If you require accommodation at any phase of the recruitment process, please contact wellness@ugdsb.on.ca.

