



SCHOOL DISTRICT 78 FRASER-CASCADE

Everyone pulling together to improve the achievement of all Learners.

ADMINISTRATIVE VACANCY PRINCIPAL HOPE SECONDARY SCHOOL

**The Fraser-Cascade School District is seeking an experienced educational leader for the position of
Principal of Hope Secondary School
Effective August 1, 2024**

Commitment to Equity in Hiring Practices

The Fraser-Cascade School District is committed to equitable hiring practices, as is identified by the BC Public Service. The BC Public Service is committed to “recruit and develop a well-qualified and efficient public service that is representative of the diversity of the people of British Columbia” ([Public Service Act](#)).

To support employment equity and diversity in the workplace, we welcome applications from all groups. This includes women, visible minorities, Indigenous Peoples, persons with disabilities, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), and others who may contribute to diversity in the BC Public Service.

We also recognize unique styles, perspectives, beliefs, and creativity that support a diverse, respectful, inclusive, and collaborative work environment.

About the School

Hope Secondary School (HSS) boasts a richly diverse student body, including a 40% Indigenous population. We maintain strong working relationships with the Chawathil and Shxw'owhame! First Nation communities, fostering an inclusive and culturally responsive learning environment. HSS, spanning grades 7-12, is renowned for its excellence in academics, trades, athletics, and the arts. Centrally located in the community of Hope, BC, the school serves as a backbone of the community, with an active student leadership program involved in numerous school and district initiatives.

Key Responsibilities

Under the direction of the Superintendent, the successful candidate will serve as the educational leader and chief administrator of Hope Secondary School. Key responsibilities include:

- Coordinating all aspects of the instructional program at the school site;
- Organizing, directing, supervising, and evaluating all site personnel;
- Participating in staff, student, and community activities;
- Overseeing school plant operations;
- Maintaining the budget and fiscal priorities in alignment with district priorities;
- Working closely with on and off-reserve communities;
- Supporting students with inclusive needs; and
- Aligning school activities with the district's strategic plan.

Minimum Qualifications:

- Master's degree in school administration, curriculum and instruction, or related field;
- Successful experience as a classroom teacher at the secondary level;
- Progressively responsible experience in secondary school administration;
- Previous experience in an alternate school environment;
- Demonstrated experience working with Indigenous students, families, and communities;
- Experience and qualifications in Inclusive Education and supporting students with complex needs;
- Experience in creating transition opportunities for students to post-secondary or trades certifications;
- Familiarity with environments supporting flexible learning;
- Competence in educational technology;
- Knowledge and skills in program development, curriculum, and assessment;

- Valid B.C. teaching certificate or eligibility; and
- Excellent interpersonal skills and a consultative, collegial orientation to decision making and school improvement.

Relationship to Student Achievement

Provides a school program that prepares students for transition to a comprehensive school system, post-secondary education, or work setting.

Essential Job Functions

Including, but not limited to:

- Implementing school and district initiatives;
- Interpreting and applying provincial and district regulations;
- Working with staff to support Ministry and district initiatives;
- Supervising fiscal operations as per district policies;
- Developing programs to support student success;
- Collaborating with stakeholders; and
- Providing co-curricular activities for students.

Salary range: \$145,437 - \$153,670

Questions regarding this vacancy can be directed to:

Balan Moorthy, Superintendent

Balan.moorthy@sd78.bc.ca

Further information on Hope Secondary can be found here – [Hope Secondary School](#)

INTERESTED QUALIFIED CANDIDATES

Application packages should include:

COVERING LETTER

Cover letter with content emphasis on educational philosophy, personal leadership qualities and personal leadership style.

COMPREHENSIVE RESUME

Resume detailing qualifications and experience inclusive of most recent teaching and administrative reports, and three professional references which are to include your current immediate supervisor and a previous yet recent supervisor of choice.

PERFORMANCE REVIEW/ PROFESSIONAL GROWTH PLAN

Most recently completed

APPLICATION DEADLINE:

This administrative opportunity is being posted with an end date of May 13, 2024.

Please email your completed application file in PDF format, to the attention:

Renge Bailie

Assistant Superintendent of Human Resources,
by emailing:

renge.bailie@sd78.bc.ca

A return email confirming receipt of applications will be provided. By application, candidates give permission to the Fraser-Cascade School District to contact any references or any past or present employers named in the application.

The school district appreciates the interest of all applicants; however, only those applicants selected for an interview will be contacted.

650 Kawkawa Lake Rd., Hope B.C. V0X 1L4 604-869-2411