



# SCHOOL DISTRICT 78 FRASER-CASCADE

*Everyone pulling together to improve the achievement of all Learners*

November 7, 2024

## **STAFF POSTING DISTRICT VICE-PRINCIPAL OF INCLUSIVE EDUCATION**

### 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.

### **Position Summary**

The District Vice Principal of Inclusive Education works under the direction of the Superintendent and is a leader within the District’s Inclusive Education Team. The District Vice Principal shares responsibility for services related to Inclusive Education, including but not limited to: Ministry of Education submissions and compliance; staffing and budget oversight; and program development and implementation. Additionally, the position requires the continual enhancement of the capacity of teachers, administrators and support staff to provide educational services for learners with diverse needs.

### **Duties and Responsibilities**

- Is a co-leader of the District Inclusive Education Department;
- Works as a collaborative team member, coordinating Inclusive Education services for Grades K – 12;
- Provides district-based leadership of Inclusive Education, including staffing and scheduling;
- Coordinates the District Inclusive Education Department in building instructional and support capacity of teachers, administrators and inclusive support staff through the provision of in-service activities;
- Works collaboratively with the Inclusive Education Team Leaders to ensure that staffing is done in a collaborative and multi-disciplinary manner including: district psychologists; district specialty teachers (OT, PT, ELL, Teacher of the Deaf and Hard of Hearing, Teacher of the Visually Impaired); speech language pathologists; inclusion teachers; and other inclusive support staff;
- Demonstrates a deep understanding of diverse learning needs and utilizes strength-based solutions, to address a variety of diverse student needs in K-12. These include trauma informed practice, self-regulation and collaborative problem solving;
- Keeps current of Ministry of Education funding category requirements and audit compliance procedures;
- Works to support and supervise school-based Individual Educational Plans (IEPs);
- Organizes, coordinates and leads workshops and in-services for the development of teaching and inclusive support staff in alignment with current methodology and recommended practice;
- Oversees and supports the delivery of English Language Learners Services (ELL);
- Oversees and provides ongoing training and onboarding for Education Assistants;
- Assists in oversight of the departmental budget and ensures that programs are cost-effective, and funds are managed prudently;
- Supervises inclusive teaching and support staff and provides regular feedback;
- Helps motivate others to implement innovative instructional practices that respond to the needs of every student;
- Respectfully manages highly charged communications towards a positive solution;

- Assists with the collection of district data and participation in various provincial data gathering opportunities including: 1701/Audits/MYEDBC/File Reviews;
- Liaises as needed with other related community agencies such as the Ministry of Children and Family Development, Child and Youth Mental Health, and Public Health;
- Represents the school district on local children and youth committees, and other such committees concerned with special services;
- Assists with the annual submission for the Special Education Branch of the Ministry of Education;
- In collaboration with the District Inclusive Education Team and school-based administrators, monitors achievement and graduation rates of designated students and works with schools in developing and implementing plans for improvement;
- Works with Human Resources in identifying and allocating staffing for Inclusive Education Teachers and Education Assistants;
- Represents the school district at provincial and Ministry of Education meetings and workshops and attends local meetings of administrators or other meetings required by the Board or Superintendent of Schools.

### Education and Experience

- A Masters' degree in educational leadership or a related field;
- Demonstrated experience in working with Indigenous communities and students;
- A degree/diploma/certificate in Inclusive Education (including Level B testing) and/or commensurate knowledge and experience in the field of exceptionalities;
- Previous experience in school or district-based administration;
- A valid BC teaching certificate or eligibility for certification with the BC Teacher Regulation Branch;
- Minimum of one year of successful experience working in a district or centralized capacity in Inclusive Education;
- Minimum of three years' satisfactory teaching experience in either a regular or special setting where integration was a significant focus;
- Demonstrated experience in training and working with Educational Assistants and inclusive support staff.

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***This posting is a result of an anticipated retirement of the incumbent***

**Application packages should include a cover letter, resume, transcripts, and statement as to how your education and experience meet the qualifications**

**Email application packages to:  
[Renge.baillie@sd78.bc.ca](mailto:Renge.baillie@sd78.bc.ca)**

**Application deadline: November 28, 2024, 4:00 pm**

**Annual salary range: \$138,844 – \$146,281**

**Questions regarding this vacancy can be directed to:  
Balan Moorthy, Superintendent  
[Balan.moorthy@sd78.bc.ca](mailto:Balan.moorthy@sd78.bc.ca)**

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