



Lambton Kent District School Board

Student Achievement ✓ *Community Success*

About the Lambton Kent District School Board

With education centres in the Municipalities of Chatham-Kent and Lambton County, the **Lambton Kent District School Board (LKDSB)** provides educational services to more than 21,900 students in 62 elementary and secondary schools. The LKDSB district is made up of numerous small towns and communities situated in Southwestern Ontario, a geographic area surrounded by the Great Lakes. The Board is committed to embracing diversity and eliminating discrimination and harassment. Part of this commitment involves recognizing that everyone has the right to be treated with respect and dignity, and to learn, teach and work in an environment that is free from oppressive barriers. The Board is dedicated to nurturing the potential of all, which benefits everyone.

About the Role

The Lambton Kent District School Board (LKDSB) seeks an inspiring, strategic, and culturally responsive leader for the role of Director of Education and Secretary of the Board. As the Chief Educational Officer and Chief Executive Officer, the Director will report directly to the Board of Trustees, overseeing the district's educational and operational functions, and driving forward its commitment to Student Achievement, Inclusive Diversity, Trusting Relationships, and Sustainable Stewardship. The Director also serves as the primary liaison with the Ministry of Education, ensuring that LKDSB's goals align with provincial standards and policies.

In October 2024, the Board approved [Policy No: P-AD-101-24 Position Description for the Director of Education and Secretary of the Board](#).

This role presents a unique opportunity to lead a diverse and vibrant community, creating an inclusive and supportive environment that fosters educational excellence and equity.

Key Responsibilities

- **Educational Leadership:** Oversee the development, implementation, and evaluation of educational programs and ensure compliance with Ministry of Education standards. Promote diverse and equitable programs for all students, including Indigenous students, and support a high level of learning and achievement.
- **Strategic Planning and Execution:** Lead the creation and implementation of long-term strategic plans, working closely with the Board of Trustees. Ensure alignment between LKDSB's objectives and broader educational goals.
- **Operational Management:** Act as the chief administrator of LKDSB, responsible for budget planning, pupil accommodation, and managing all operational and financial aspects of the Board's initiatives in collaboration with the Associate Director.

- **Community and Stakeholder Engagement:** Engage with diverse communities, building productive relationships with students, parents, staff, unions, and local government officials to foster collaboration and mutual support.
- **Equity and Cultural Leadership:** Lead with a commitment to equity, inclusivity, and anti-racism. Address systemic barriers, advocate for Indigenous rights, and create a culture of respect and responsibility within schools.
- **Board Governance:** Advise and support the Board of Trustees. Serve as the Corporate Secretary for Board matters, ensuring legal and regulatory compliance.
- **Employee Development and Relations:** Oversee the teams responsible for staff performance appraisals, succession planning, and professional development. Act as a key liaison with employee unions, federations, and committees.
- **Crisis and Change Management:** Take decisive action in times of crisis or transition, ensuring stability and continuity. Promote a safe and caring environment for both students and staff.

Candidate Profile

The ideal candidate is a transformative and culturally aware leader with a deep commitment to student success, educational excellence, and community partnership. The candidate brings a collaborative approach, strong ethical standards, and a strategic vision aligned with the needs of LKDSB's students, staff, and communities. With experience in public education in senior leadership roles, this individual will guide the district through complex educational and operational opportunities and challenges.

Qualifications

- A Master's degree in Education or a related field. An undergraduate degree with qualifying experience would be acceptable. Additional qualifications in educational administration or leadership are an asset.
- Significant leadership experience in the public education sector, including senior roles such as Principal, Superintendent, or equivalent.
- Demonstrated experience in strategic planning, financial management, and operational oversight within an educational context.
- Strong understanding of diversity, equity, and inclusion practices, with experience in implementing anti-racism and Indigenous education frameworks.
- Proven ability to engage with diverse stakeholders, including students, staff, families, unions, and government representatives.
- Knowledge of rural education and experience in supporting diverse student populations is an asset.

To apply to this role in elementary and secondary education, submit your application to **Phelps** by clicking: <https://bit.ly/49L2dbj>

Application deadline: January 6, 2025 at 11:59 pm



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