

Director of LINCWell

POSITION SUMMARY

St. Clement's School is currently looking for a Director of LINCWell (Director) to join our School on a full time basis commencing in August 2020. Reporting to the Vice Principal, Learning, Research and Innovation and working collaboratively with Academic Administration Team, the Director is responsible for the effective implementation of LINCWell, a unique school-wide approach focusing on student support, health, and well-being for Grades 1 to 12. Aligned with the School's Strategic Plan, the Director leads LINCWell staff in ensuring a comprehensive approach across the Junior, Middle and Senior Schools.

The Director is an effective manager, able to oversee multiple programs while developing and implementing future initiatives. The incumbent possesses strong organizational skills, excellent leadership abilities, and demonstrates sensitivity and care in working with staff, students and families. This person thrives in a high-energy and dynamic environment while ensuring accountability.

KEY RESPONSIBILITIES

- Actively promote and support the academic, health and well-being initiatives of the LINCWell Centre to students, parents, and staff;
- Collaborate with the Vice Principal and Heads of Schools to ensure the effective implementation and ongoing development of LINCWell curriculum and program offerings;
- Develop, support and attend LINCWell workshops, seminars and special events;
- Monitor and measure the effectiveness of LINCWell operations; recommend and implement program improvements based on findings;
- Meet the Ministry of Education reporting requirements including OSSD requirements and records management;
- Supervise the LINCWell faculty and staff.

RESPONSIBILITIES WILL ALSO INCLUDE ONE OR MORE OF THE FOLLOWING

- Support the ongoing development of a leading university counselling program; demonstrate knowledge of Canadian, U.S. and international destination admissions processes;
- Ensure the effective administration of individual student learning supports and accommodations for students in Grades 1 to 12; develop and support teachers in implementing individual learning plans;
- Provide social-emotional and academic counselling to students at the Middle and Senior Schools;
- Teaching and/or program delivery;
- Other duties as assigned.

QUALIFICATIONS, EXPERIENCE AND ATTRIBUTES OF OUR IDEAL CANDIDATE

- Ontario College of Teachers certification; additional qualifications such as Guidance Specialist, Special Education Specialist, or a Graduate Degree in a related field;
- Demonstrated leadership and team building skills, including experience in goal setting, motivating, leading, evaluating and developing a capable team;

- Experience developing, implementing and managing departmental processes, procedures and policies that support efficient daily operations, program service delivery and accountability;
- Commitment to girls' education, and knowledge of girls' developmental, educational and social-emotional needs;
- Strong creative, innovative thinking and problem-solving skills;
- Excellent time management and organization skills;
- Demonstrated willingness and ability to work and plan in close collaboration with all constituents including colleagues, parents and students;
- A record of encouraging, nurturing, and supporting students' love of learning;
- Ability to support teachers in meeting the needs of diverse learners;
- Commitment to co-curricular activities, coaching, and full participation in the life of the School;
- Work in an ever-changing, fast-paced environment as a supportive team player who is adaptable, able learn quickly and think on their feet;
- Criminal record check is required as a condition of employment.

ABOUT OUR SCHOOL

Founded in 1901, St. Clement's School is one of Canada's leading independent schools for girls. We are a close-knit, dynamic community of approximately 460 students from Grade 1 to 12 who live, learn and grow together under one roof. St. Clement's is recognized for its longstanding commitment to academic rigour and excellence in a small, nurturing environment. At SCS, every girl is known and valued.

DIVERSITY AND EQUAL OPPORTUNITY

St. Clement's School is committed to diversity, equity and inclusion. We value each community member's identity and well-being. Together, we learn and grow by embracing multiple perspectives, experiences, and cultures. Our differences are our strengths.

Accommodations will be provided upon request to support applicants with disabilities throughout our recruitment process.

MAKE A DIFFERENCE AT SCS

St. Clement's School is committed to developing outstanding women who are intellectually curious, courageous and compassionate. Every member of the SCS team is dedicated to creating and fostering a unique and innovative environment for our girls and community. If our mission speaks to you, we want to hear from you.

We offer a competitive compensation and benefits package, including participation in the Ontario Teachers' Pension Plan. We support and encourage ongoing professional development and leadership opportunities.

HOW TO APPLY

Interested and qualified candidates are invited to submit their application, including a résumé and cover letter, by end of the day January 28, 2020, to <http://stclements.simplification.com/>.

We thank all candidates for their interest.

We regret that only those selected for an interview will be contacted.