

Position: Director of Learning & Innovation (Gr. 7 to 12)

Position Type: Sr. Administrator, Full Time

Reporting to: Head of School & CEO

Posted Date: April 11, 2019

Closing Date: May 2, 2019

West Island College (WIC), is a leading co-educational and bilingual day school with exceptional teachers, staff, and a close-knit community of enthusiastic learners. We are seeking a dynamic, innovative, progressive Director of Learning and Innovation with an ability to inspire and empower our students to be passionate and creative problem solvers, ready to contribute to a better world.

At WIC, we embrace big thinking, global perspectives and risk taking. Our innovative and creative programs are rigorous and designed to give our students unparalleled real-world learning opportunities, while preparing them to be future leaders and change makers.

WIC's academic offerings includes an Advancement Placement Programs, an International Studies Program, French Immersion Program, Outdoor Education, and Business, Engineering, Health Sciences, Liberal & Fine Arts Institutes. Outstanding athletics, small class sizes, and an extensive co-curricular program for 560 students in Grades 7 to 12.

Position Summary:

The Director of Learning and Innovation is a member of the Senior Admin team who is responsible to ensure a dynamic, pioneering, real-world and rigorous curriculum from Gr. 7 to 12. This individual works closely with the Academic Leadership team to provide support and direction to faculty in the areas of pedagogy, instructional and assessment practices, curriculum design and development that are aligned to the College's strategic plan. This individual will provide overall leadership around emerging trends in education and be responsible for identifying, developing and providing leading-edge professional development for faculty. This individual possesses a strong commitment to developing the whole student, a deep understanding of how students learn more deeply, and how to prepare them to be successful for post-secondary studies and beyond.

Responsibilities:

- Identify and provide leadership around emerging trends in education such as personalized learning, differentiated instructional and assessment practices, brain research, Understanding by Design, problem-based learning, STEAM, Design Thinking, global competence, leadership, computational thinking, digital citizenship and 21st century learning competencies
- In collaboration with Academic Leadership team, set and implement strategic priorities for teaching and learning

- Lead targeted professional development that supports annual goals outlined in the College's strategic plan
- Work collaboratively with faculty to set annual growth goals and determine professional development opportunities to support program excellence and innovation in teaching and learning
- Foster a learning environment for teachers where they feel supported through observation and constructive feedback
- Lead, coach and support teachers in the areas of curriculum design and development, ensure consistency in instructional and assessment practices
- Lead and oversee the horizontal and vertical coordination, implementation and integration of academic curriculum
- In collaboration, ensure consistency of effective assessment practices and alignment with Alberta Education expectations
- Work closely with Deputy Head to coordinate and lead the orientation and development of faculty new to West Island College
- In coordination with Deputy Head, assist with preparations for Alberta Education Inspections
- In coordination with the Heads of Junior School and Senior School, assist with the review of course outlines, report cards and final culminating assessments to ensure alignment with Alberta Education expectations and the strategic priorities for teaching and learning
- In coordination with Deputy Head, supervise academic Teaching and Learning Leaders (Department Heads)
- In collaboration with Chief Innovation Officer, support the further development of innovative programs that provide authentic and transformational learning opportunities for students
- In coordination with Academic Leadership team, coordinate parent education such as conducting parent information sessions, providing speakers and writing articles/newsletters pertaining to the College's program and enhanced learning opportunities
- Attend a variety of key school functions related to the College's program
- Uphold school policies, and maintain open and active communication with staff, faculty, students, alumnae and parents
- Assist with identifying, interviewing and hiring for faculty positions
- Conduct teacher evaluations with Head of Junior School and Head of Senior School

Qualifications:

- Bachelor of Education, ideally with qualifications for Intermediate/Senior (Grades 7-12)
- Alberta Teachers certification or equivalent
- Master's in Education, Curriculum Development or Leadership Administration, an asset
- Five years of leadership experience in an academic institution, ideally as a curriculum leader
- Ten years of teaching experience, an asset
- Principal's Qualifications, CAIS Leadership Institute Diploma an asset
- Special Education qualifications, an asset

Qualities/Competencies:

- A passion for teaching and learning, and working with students and faculty
- A deep understanding and appreciation of the importance of community and diversity, and a commitment to respecting and embracing the unique traditions, philosophy, and values of West Island College
- A philosophy of education that is aligned with the mission and strategic priorities of West Island College
- An excellent listener, with superior public speaking skills and communication skills
- Superior EQ skills in self-awareness, self-management, social agility, empathy, impact and influence, mastery of purpose and vision
- A high level of personal energy, resilience and optimism combined with sophisticated interpersonal skills including the ability to work with and manage a broad range of constituents
- Demonstrated ability to embrace and communicate change, and the courage, judgment, and wisdom to make important decisions when they have to be made
- Demonstrated leadership competencies including: impact and influence, motivating teams to achieve higher performance and results, strategic planning and vision
- Ability to align vision with pedagogy to ensure that we are preparing our students effectively for future success
- Is an expert in leading edge educational research, particularly in the area of curriculum, through reading research literature, and attending and/or leading conferences
- Display highly ethical, professional behaviour, serving as a mentor and role model for faculty and students

Additionally, preferred candidates will be:

- Uncommon in their enthusiasm for their areas of expertise
- Inspirational and tech savvy with a track record of transformative teaching
- Relentless at pursuing modes of instruction that will ensure student achievement
- Supportive of developmentally responsive learning experiences which reflect the unique needs of learners
- Innovative, creative and visionary in program planning and curriculum design
- Lifelong learner
- Experienced working collaboratively within and across courses and departments

The successful candidate will be expected to contribute to the co-curricular life of the College. Candidates with experience and qualifications in coaching [and other co-curricular activities] will be given special consideration.

West Island College offers an inspirational working environment, supported development and growth opportunities and a competitive and comprehensive compensation package including membership in the Alberta Teachers' Retirement Fund. Cover letters and resumes should be sent electronically to Carla Huhn, Manager of Corporate and Human Resource Services at, careers@mywic.ca.

As a condition of employment, the successful candidate must provide an Alberta Teaching Certificate, current Police Information Check and a Vulnerable Sector Check. We thank all candidates and advise that only those selected for an interview will be contacted.

Be Bold. Be Brave. Be Ready.