



**Our Vision:** *We imagine a world where all are empowered to reach their full potential through faith and service.*

**Our Mission:** *The ALCDSB builds faith-filled learning communities where each member is loved, inspired and successful.*

**Our Values:** *Faith; Equity and Well-Being; Achievement and Innovation; Resource Management*

## **INTERNAL Job Posting Number:**

**PVP#2324-007**

## **2024 Vice-Principal Assessment Centre**

The Algonquin and Lakeshore Catholic District School Board invites applicants to express interest in pursuing school level leadership as a Vice-Principal. Selection for the position of Vice-Principal requires that all potential candidates participate in a recent (within 3 years) Vice-Principal Assessment Centre. Applicants interested in this initial stage are invited to submit applications as per below.

### **Assessment Centre Process:**

1. Applications to the Assessment Centre are due **Friday March 22<sup>nd</sup>, 2024**, by 4:00pm
2. Site visits for potential candidates will occur during the weeks of **April 1st and April 8th, 2024**.
3. Assessment Centre: **Wednesday April 17<sup>th</sup>, 2024, in Napanee**.
4. Individual Candidate Feedback Meetings will be scheduled in **May and June of 2024**.

### **Qualifications:**

- Certificate of Qualification from the Ontario College of Teachers (OCT)
- Principal's Qualification Program Part I (completed by September 2024)
- Religious Education Part I (completed by September 2024)

### **Desired Assets:**

- Special Education Part I
- Religious Education Part II
- Aspiring Catholic Leadership Part 1 and 2

### **Application and Requirements:**

- Certificate of Qualification from the Ontario College of Teachers
- Covering Letter and updated Resume
- A current (within 1 year) Roman Catholic Pastoral Reference Form
- A Professional Portfolio will be required for the Assessment Centre.

**Notes:**

Please send your application package in one document quoting the job posting number in the subject line to: [work@alcdsb.on.ca](mailto:work@alcdsb.on.ca), attention: Michelle Lamarche, Superintendent of Human Resources.

**Closing Date:** Friday, March 22nd, 2024, at 4:00pm

**While we thank all those who have applied, where applicable, only those candidates selected for an interview will be contacted.**

*We are committed to inclusive and accessible employment practices. In compliance with the Accessibility for Ontarians with Disabilities (A.O.D.A.) the Algonquin and Lakeshore Catholic District School Board welcomes and encourages applications from people with disabilities. We will make the necessary accommodations for applicants with disabilities to support all aspects of the recruitment process. Please contact the Human Resources Department if you require assistance with any accommodations.*

**Conditions of employment include:** the completion of a police record check, Vulnerable Sector Check, satisfactory to the Board that is completed within 6 months prior to employment.