



**Central Okanagan
Public Schools**

Together We Learn

District Principal: International Education and Settlement Services

It is acknowledged that Central Okanagan Public Schools operates within the unceded, traditional territory of the Okanagan syilx peoples. The School District enrolls approximately 24,000 students (including over 3100 students who self-identify as having Indigenous ancestry). Central Okanagan Public Schools is located in the Central Okanagan encompassing the communities of Peachland, West Kelowna, Kelowna, and Lake Country. There are a total of 51 school sites with 33 Elementary Schools, 8 Middle schools, 5 Secondary Schools, 3 Learning Centres, an Alternate Education School, and an Online Learning School (K-12). Central Okanagan Public Schools has an excellent reputation of providing outstanding, student-centered programs in a diverse and inclusive environment as well as offering a wide range of educational opportunities for its students and staff.

The District has operated a successful mid-sized international education program for fifteen years. For 2023-2024 the program is expected to serve 580 students from 30 countries resulting in approximately 420 FTE. The Welcome Centre supports more than 2000 students and their families through the settlement process and coordinates the English Language Learning program across the District. The position is available due to growth and a reorganization of the program.

Reporting to the Director of Instruction - International Education and Settlement Services, the Principal of International Education and Settlement Services will provide leadership and assume a wide range of responsibilities aimed at leading, promoting, and supporting the International Education and Settlement Services Programs in the Central Okanagan School District. Applications are invited from dedicated and enthusiastic professional educators who are committed to equity to ensure that every student has the opportunity to succeed.

In addition to possessing or being eligible for a membership in the Ministry of Education Teacher Regulation Branch and possessing an appropriate Master's Degree, it is expected that the successful candidate for this position will demonstrate the following skills, knowledge and qualities:

- Commitment to providing equitable and inclusive educational opportunities to enhance school success for all learners;
- Experience in and knowledge of International Education and Settlement Services Programs;
- Ability to manage and maintain systems to ensure accessibility and accuracy of information pertaining to students, agents, homestay and staff;
- Ability to manage the effective execution of annual strategic marketing and settlement support plans, including monitoring and supporting team members to meet targets;
- Demonstrated cross-cultural interpersonal and conflict resolution skills;
- Exceptional organization, communication, and transformative leadership skills;
- Ability and desire to work collaboratively with K – 12 schools and local, provincial, national and international partners;
- Ability to plan, guide, and monitor implementation measures intended to improve new immigrant and refugee student academic performance and success leading to graduation;
- Ability to travel nationally and internationally several times annually;
- Demonstrated excellence as a visionary leader;
- Proficiency with computer applications, industry-specific software and other relevant technology;
- Previous school and / or district-level administrative experience;
- Hold a valid BC Class 5 Driver's License, with business use of personal vehicle;
- Hold a valid passport, eligibility for various entry visas, and able to travel nationally and internationally.

We are looking for candidates who are committed to continuous growth and learning as described by the British Columbia Principals and Vice-Principals Leadership Standards. Please apply through Make a Future at: <https://bit.ly/3VQSNDS>. Include a letter of application, complete with a comprehensive resume, copies of supporting documentation, and references **no later than 8:00 a.m., Monday, May 29, 2023.**



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Bob McEwen
Executive Director of Human Resources
Central Okanagan Public Schools

