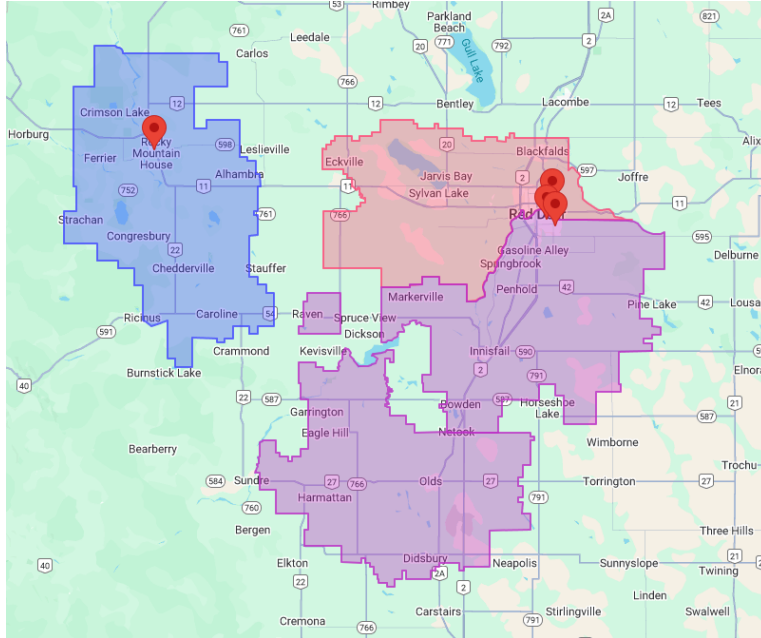




Red Deer Catholic Regional Schools  
invites applications for the position  
of **Superintendent of Schools**

## Organizational Profile

### Red Deer Catholic Regional Schools



Red Deer Catholic Regional Schools serves over 9,600 students in 21 schools in Red Deer, Blackfalds, Sylvan Lake, Rocky Mountain House, Innisfail, and Olds. It also supports the learning of over 950 students in a Home Education Program. The Division is committed to serving children and parents with a complete offering of learning opportunities delivered within the context of Catholic teachings and within the means of the Division.

#### **Our Vision**

Making Christ known to children.

#### **Our Mission**

Red Deer Catholic Regional Schools is

committed to supporting inclusive communities that foster care and compassion of students, families and staff with a complete offering of learning opportunities delivered within the context of Catholic teachings and tradition, and within the means of the Division.

Called to continue Jesus' mission as prophet, priest and servant, we are guided by His life and teachings in all that we do.

Our schools are gospel-centred communities of hope, fostering a Catholic value system within a pluralistic society.

We focus on the education of the whole child helping students develop spiritually, intellectually, emotionally, socially and physically.

#### **Our Principles of Practice guide us in all that we do:**

- We honour our children.
- We provide a safe and secure environment.
- We live and proudly proclaim our Catholic faith.
- We provide quality education in a Catholic environment.
- We pray as an educational community.
- We practice servant-leadership.
- We focus on our mission through clarity of purpose.
- We value our staff.



## Position Description

The Superintendent of Schools is appointed by the Board of Trustees to be responsible for the overall operation of the Regional School Division. The Superintendent is responsible for ensuring the quality and effectiveness of the educational programs provided to the students and must ensure that the budget of the Division is spent in the most efficient manner possible while maximizing the results achieved.

## Specific Accountabilities

- Leading Strategic Planning and Reporting
- Sharing the system vision and providing leadership that inspires all staff to embrace that vision and system priorities.
- Overseeing the financial affairs of the Division including the preparation of budgets and financial reporting.
- Ensuring that each student within the Division receives the highest quality educational experience possible and meets all standards set by the Minister and Bishop.
- Assisting the Board of Trustees in the development of policy and the implementation of strategic and long- term plans and strategies.
- Responding to issues and concerns as they develop in a timely and effective manner.
- Serving as a link between the community and the Division.
- Communicating with all stakeholders.
- Representing the School Division by being a visible and approachable presence in the community.
- Working with the Division staff to continue to build upon positive and collaborative relationships, a sense of teamwork, cooperation, and strong communication.
- Coordinating the implementation of the Education Plan adopted by the Trustees.
- Ensuring that the Regional School Division receives the highest quality education for their students possible, and that the Division continues to be recognized as a leader in innovation, programming and student success.

## Reporting Relationships

Reports to:	Board of Trustees
Direct Reports:	30 (approx.)
External Interfaces:	Alberta Education, Alberta School Boards Association, Alberta Catholic School Trustees' Association, College of Alberta School Superintendents, Council of Catholic School Superintendents of Alberta, the Archdiocese of Edmonton and regional Catholic Parishes
	Total Staff: 1000 (approx.)
Budget:	\$110 Million (estimate for 2025-2026)

## Superintendent of Schools, Red Deer Catholic Regional Schools

### Candidate Profile

#### Education

- A Master's Degree preferably in education or a related area.
- Eligibility for an Alberta Teaching Certificate and membership in CASS (College of Alberta School Superintendents).
- Additional course work in education administration and related topics would be an asset.

#### Knowledge and Experience

- Several years of previous experience and success in a senior administrative role in an educational environment.
- Proven experience managing large numbers of staff in multiple locations.
- Previous experience managing budgets and financial issues in complex environments.
- Experience leading innovation and organizational change.
- Experience working with a governance Board.
- Experience responding to issues related to changing enrolments.
- Proven experience as an educator, including a strong appreciation for excellence in teaching.
- Previous experience working with provincial government officials, including representing a Division in budgetary and policy level discussion.
- Previous experience with, and an understanding of, stakeholders outside of the education system, including business, community groups, political leaders, Catholic parishes, etc.
- An understanding of the Alberta context of supports and constitutional protections for Catholic education.

#### Leadership Skills

- Exceptional leadership skills, including the ability to manage a diverse group of employees in a changing environment.
- Strong commitment to a collaborative approach to leadership.
- Strong vision to lead and support others in their faith journey in Catholicism
- Excellent decision-making skills; capable of making difficult decisions in ambiguous and challenging circumstances.
- Extremely strong communication skills, both written and verbal, coupled with excellent listening skills.
- A proven coach and mentor, able to assist others in understanding complex issues.
- Strong visionary and motivational skills, capable of inspiring staff and others to support the vision.
- Proven skills in managing multiple stakeholders, including parents, government officials, business interests, Catholic stakeholders and Parish groups etc.
- Strong understanding of budgets, financial reports, and related financial issues.

## Executive Search

# Superintendent of Schools, Red Deer Catholic Regional Schools

- A strong public presence; willing and comfortable being visible in all parts of the organization.
- An open, approachable and personable manner.
- Caring and compassionate, with a strong interest in people.
- Courageous, willing and able to make difficult decisions and stick to them when necessary and willing to challenge the status quo.
- Innovative, creative, and committed to encouraging innovation and creativity in others.
- Politically astute; capable of adapting their approach for different situations and audiences.
- The ability to lead and encourage change while respecting the past.
- Committed to serving in a geographically diverse area including the City of Red Deer and surrounding counties.
- Recognizes the diversity and interests of Division schools.
- Ability to unify schools toward common Division purposes.
- Commitment to diversity of programming in all schools including rural settings.

## Personal Characteristics:

- Passion for Catholic education with enthusiasm and energy for the job.
- Strong personal faith and commitment to Catholic teachings
- A student advocate.
- Compassionate and caring.
- High personal integrity; able to inspire trust in and from others.
- A sense of humour.
- Strong sense of the importance of education and a commitment to student success.
- A willingness to be involved in and be interested in the community.
- A willingness to look at the “big picture” issues, while not losing sight of important details.
- Red Deer Catholic Regional Schools is a leader in programming, partnership and innovation in the education space and needs a Superintendent that reflects those attributes and values.

## Executive Search

# Superintendent of Schools, Red Deer Catholic Regional Schools

## Additional Information

Though the competition will remain open until a suitable candidate is found, applications received by July 30, 2025 will be assured careful consideration. Duties will commence in the fall of 2025 or as mutually agreed.

Please provide a cover letter and resume. Please include at least four professional references, pastoral reference, provincial teaching certification, Alberta Leadership Quality Standard certification (LQS) or Superintendent Leadership Quality Standard certification (SLQS) certification if acquired.

**Bevan Daverne,**  
**Consultant to the Board of Trustees**  
[superintendentsearch@rdcrs.ca](mailto:superintendentsearch@rdcrs.ca)

We value all applicants' interest in the role, however only applicants short-listed for an interview process will be contacted.

Inquiries about the position can be directed to Bevan Daverne at: [superintendentsearch@rdcrs.ca](mailto:superintendentsearch@rdcrs.ca)