



St. Clair Catholic
District School Board

DIRECTOR OF EDUCATION AND SECRETARY TO THE BOARD

Learning together today, transforming tomorrow

The St. Clair Catholic District School Board invites applications for the position of Director of Education and Secretary to the Board. The effective date for appointment is April 1, 2025.

Situated in beautiful southwestern Ontario, the St. Clair Catholic District School Board (SCCDSB) encompasses a large area of over 5,000 square kilometers, including Sarnia-Lambton and Chatham-Kent. With approximately 9,300 students, 22 elementary schools, 2 secondary schools, 1,900 staff, and an annual operating budget of \$141 million, the St. Clair Catholic District School Board is committed to providing its students with an outstanding, faith-based learning environment that focusses on educating the 'whole' child.

Reporting to the board of seven (7) elected trustees, the Director will lead a dedicated senior administrative team and staff across the system to advance the Board's Mission and achieve its current 2022-26 Strategic Plan and Priorities of *Learning and Innovation; Faith and Well-being; Partnerships; and Catholic Citizenship*. For further information on SCCDSB, visit: <https://www.st-clair.net>

The successful candidate will be an inspiring Catholic leader who demonstrates a strong commitment to Gospel values, the teachings of Christ and the Catholic Church. They will bring an outstanding record of achievement, including depth and breadth of experience, vision, and credentials, with the ability to lead a complex Catholic school board in Ontario. They will have the ability to effectively communicate at all levels to continue to build upon strong internal and external relationships and partnerships, while utilizing an open, engaging and highly collaborative style of leadership.

Requests for further information on the Board and/or position can be obtained by contacting **Jordene Lyttle** at Jordene.lyttle@promeus.ca or **Michael Nasello** at michaelnasello7@gmail.com directly. Candidates are ultimately asked to submit: a detailed cover letter and résumé; a one-page statement of personal philosophy of Catholic Education; a list of four references (who will not be contacted without prior consent); and a current, written pastoral reference letter to resumes@promeus.ca, **quoting project #SCCDSB2025 before 12:00 p.m. on January 30, 2025**. All applications and inquiries will be treated as confidential.

Promeus Inc. and SCCDSB are committed to employment equity, diversity and inclusion. We actively encourage applications from members of groups with historical and/or current barriers to equity, without exception. An inclusive, barrier-free selection process is ensured, and accommodation measures are available upon request. Information received relating to accommodation needs will be treated as confidential.