

MEMORANDUM

TO: Interested Candidates

Date: June 11, 2025

FROM: Sherri-Lynne Pharand
Director of Education

SUPERINTENDENT OF EDUCATION

Lakehead District School Board is seeking a superintendent of education. Reporting to the director of education, as a member of the senior management team, the successful candidate will demonstrate a firm commitment to the Board's strategic plan, Indigenous education framework and the Board's values: belonging, integrity, empathy, and respect.

Candidates must be innovative and accomplished academic leaders with a demonstrated ability to get results. The successful candidate will be learner centered and enjoy seeing all students, teachers, support staff and school leaders succeed. You have superior interpersonal, communication, collaborative decision-making and team building skills.

Candidates for this position must hold academic supervisory officer qualifications or be eligible to begin supervisory officer qualifications immediately. Candidates must also have proven leadership. System level instructional leadership experience is an asset. Mathematics experience is ideal, but not required. Experience in the following areas is important to the success of all senior leaders: special education, Indigenous education, human rights, and equity.

This position will commence on or about August 18, 2025. The closing date for applications is Friday, June 20, 2025, at 12:30 p.m.

Applications must include a cover letter and a complete resume of qualifications and experience and the names of two references one of which must be the candidate's recent immediate supervisor with telephone numbers on a signed reference check consent form (available on the Board website). Referees may be contacted to clarify, validate and/or provide additional information to the selection process and may be called prior to the interview process.

Applications are to be submitted to: Sherri-Lynne Pharand, Director of Education, Lakehead District School Board, 2135 Sills Street, Thunder Bay, ON P7E 5T2 or may be submitted by email to spharand@lakeheadschoools.ca.

The Board thanks all applicants for indicating their interest in this position; however, only those selected for a personal interview will be contacted.

Lakehead Public Schools is committed to building and upholding barrier-free learning and working environments where equity, diversity, inclusivity, and belonging thrive. We strive to create a workforce that represents the diversity within the communities we serve. As part of that commitment, we encourage applications from candidates who identify as Indigenous, Black, racialized, women, 2SLGBTQIA+, persons with disabilities, and other underrepresented groups.

Confidential information provided by applicants will be used for the purposes of this competition only and will be protected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.

Lakehead District School Board is committed to equity in employment. We provide reasonable accommodation at any point throughout the recruitment process. If you require accommodation, please contact Human Resources (accommodation@lakeheadschoools.ca) so that appropriate arrangements may be made.