



Wisdom is to be noble, kind to all and to serve selflessly.

KHALSA SCHOOL

Head Office 10589 – 124th St, Surrey, B.C. Canada V3V 0B1
Tel: (604) 585-8200 Fax: (604) 588-3210
www.khalsaschool.ca info@khalsaschool.ca

Director of Education Opening

Khalsa School is an independent school system educating over 2500 students Kg - Grade 12 at three campuses in Surrey, one campus in Mission, and a new campus starting fall 2017 in Aldergrove, BC. Our students excel academically, socially, and in sports. Although our students are mainly Indo-Canadian, our staff is diverse and we welcome teachers and administrators from a variety of backgrounds.

The Director of Education provides support to the instructional process with specific responsibility for directing assigned programs and services at all Khalsa School campuses, providing information and serving as a resource to others, supervising the administration team, ensuring compliance with Ministry rules and regulations, coordinating school activities and addressing issues, situations and problems that arise. The Director of Education also serves as principal of the secondary school.

Educational requirements: A Master`s Degree, preferably in educational leadership or curriculum

Certification: Valid TRB certificate from Ministry of Education BC

Experience: minimum 7 years of experience as a school administrator

Skills, Knowledge and Abilities:

- Proven leadership experience & strong interpersonal skills
- A strong commitment to student achievement
- Experience in developing school improvement plans
- Demonstrated experience with implementing BC's revised curriculum
- Ability to work as a member of the administrative team
- Technological Literacy
- Ability to coordinate a number of activities, meetings, and/or events

Salary: Competitive Salary and Benefits Package will be available

Please provide your cover letter and resume by email, clearly detailing your education, qualifications, experience and current contact information to:

Mrs. Janet Dhanani at jdhanani@khalsaschool.ca

Note: Although this position is open until filled, interviews commence on June 19.