



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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Job Board Posting



Careers.Indigenous.Link

Date Printed: 2024/07/27

Assistant Head, Junior School And PYP Coordinator

Job ID	43-E9-FE-9E-95-E8	
Web Address	https://careers.indigenous.link/viewjob?jobname=43-E9-FE-9E-95-E8	
Company	Branksome Hall	
Location	Toronto, Ontario	
Date Posted	From: 2024-07-23	To: 2024-08-22
Job	Type: Full-time	Category: Education
Job Start Date	August 19, 2024	
Job Salary	\$108,264 - \$135,304 year	
Languages	English	

Description

Assistant Head, Junior School and PYP Coordinator

Employment Terms: Full-Time, Permanent

Start Date: August 19, 2024

Branksome Hall, a leading independent International Baccalaureate (IB) World School for girls challenges and inspires students to love learning and shape a better world. Through the unique combination of well-being, outstanding academics and international-mindedness, Branksome Hall students and employees become impactful leaders. With our values of Sense of Community, Inclusiveness, Creativity and Making a Difference as a foundation, Branksome Hall offers a strong liberal arts curriculum that develops critical thinking and inquiry skills.

The Opportunity:

We are seeking an energetic and visionary leader to fill the role of Assistant Head, Junior School and PYP Coordinator. The Assistant Head, Junior School and PYP Coordinator is a passionate, creative, forward-thinking educator who is ready to make a significant impact in JK to Grade 6 education. As a key member of the Junior School Leadership Team and Lead Learning Team, this role reports directly to the Head, Junior School and collaborates closely with the Head, Academics and Professional Learning. This pivotal role is responsible for providing academic, curricular, and operational leadership within the Primary and Junior Divisions, including support for the written, taught, and assessed curriculum, alignment with the IB PYP requirements, program evaluations, timetabling, reporting and supervision of teacher evaluation. With a strong focus on social-emotional learning and a commitment to diversity, equity and inclusion, the Assistant Head, Junior School and PYP Coordinator will foster a sense of community within a supportive, diverse learning environment of globally-minded learners and leaders in the Junior School.

Responsibilities will include, but are not limited to:

Provide leadership to Junior School faculty, including setting goals and expectations, supporting high level performance, recognizing success and cultivating excellence and a strong team culture;

Support the development of the written curriculum to meet the highest possible standard through shoulder-to-shoulder coaching and support to faculty in unit design;

Provide guidance and feedback to faculty in preparation of report card;

Support the implementation of best practices in assessment and reporting, ensuring the school meets the requirements of the IB for the PYP. This includes participating in the preparation for the PYP Evaluation Visit;

Oversee the reporting and assessment communication system, including parent-teacher interviews, 3-way conferences and student-led conferences in collaboration with the Head, Junior School;

Coach faculty to ensure application of IB and OCT Standards and Practices, OCT Ethical Standards of the Teaching Profession, IB Approaches to Teaching and Learning and Branksome Hall Strategy;

Support the innovative nature, intellectual rigour, breadth and depth of instruction and keep abreast of research and major developments in theory and practice of teaching and learning at PYP developmental levels, and in role-related areas;

Support the identification and development of faculty growth;

Assist with providing in-service to new faculty hires, participate in faculty evaluation process in collaboration with Literacy and Numeracy Learning Leads and Head, Junior School and support goal setting and professional learning conversations;

Collaborate in the creation of the school timetable and supervision duty schedule;

Participate in identifying academic staffing needs and participate in faculty hiring with the Head, Junior School;

Provide support to the Head, Junior School with issues of discipline and ensure the Code of Conduct, Response to Behaviour and Progressive Discipline is upheld for students within the Junior School;

Liaise with and represent Branksome Hall with internal and external stakeholders including IB, CIS, CAIS, and other local independent schools;

Assist in the contribution of media and written content for school publications and electronic communication, including Road Ahead, Parent Webinars, Social Media, etc.

Required Qualifications and Experience:

Ontario Teacher's Certificate or equivalent, Master's level education preferred;

5-7 years' directly related experience, including leadership experience in an academic environment;

Knowledge and understanding of the IB PYP required, IBEN preferred;

Experience leading educators and coordinating/supporting operations;

Knowledge of and demonstrated success in leading best practices in written, taught and assessed curriculum;

Demonstrated ability to lead, motivate and inspire educators;

Ability to mentor and provide shoulder-to-shoulder coaching to educators;

Ability to build rapport and credibility with a range of constituents;

Ability to influence and work collaboratively in a team-oriented environment;

Commitment to professional growth and continuous learning;

Excellent communication skills and interpersonal skills;

Creative problem-solver, innovative and results-oriented;

Highly developed organizational skills and attention to detail with the ability to manage multiple priorities;

Effective team builder.

The Assistant Head, Junior School and PYP Coordinator role is a full-year position with vacation in accordance with the vacation policy.

Why Join Branksome Hall:

Competitive salary and benefits including being a contributing member of the Ontario Teachers Pension Plan (OTPP) for eligible employees;

Access to state-of-the-art facilities and resources to support wellness, innovation and entrepreneurship such as the fitness centre, swimming pools, and innovation spaces (iHubs);

A collaborative community with a commitment to the growth and development of employees with ongoing professional development and mentorship;

Opportunity to join a global network of IB educators with strong connections to the IB and active partnerships with international organizations.

Target Hiring Range: \$108,264 - \$135,304

How to Apply

Click "Apply Now"

To join a leading educational institution and dynamic team, please submit your resume and cover letter by August 7, 2024 on our website. This posting will remain active until the position is filled.

Applications (resume and cover letter) can also be sent to:

Branksome Hall - Human Resources

10 Elm Avenue

Toronto, Ontario

M4W 1N4

Branksome Hall is an equal opportunity employer and welcomes applications from all candidates who meet the minimum requirements for the position. Branksome Hall is strongly committed to diversity, equity and inclusion within its community and especially welcomes applications from racialized persons/persons of colour, Indigenous/Aboriginal People of North America, persons with (dis)abilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas, and champion diversity in its broadest sense. Accommodations are available upon request for candidates engaging in all parts of the recruitment and selection process at Branksome Hall.

We thank all candidates for their interest; however, only those selected for an interview will be contacted.
To learn more about working at Branksome Hall, please visit our website at www.branksome.on.ca