



Learning Lead
Full Time Permanent
Specialized Programs and Services to Support the Development of Young Children
We are growing and hiring!

To apply for this position, you must have a **Valid Alberta Teacher Certificate (Interim/Permanent)** and possess a **Master's Degree in Educational Leadership**

Providence is an Alberta Education approved ECS program with a long-established history of providing therapeutic and educational services to children across 7 schools in Calgary. Our programs are designed to support young children who may not be meeting typical developmental milestones. Providence provides the opportunity to enhance the health and development of children and their families. Our educational programs are funded by Alberta Education (PUF).

Providence is growing and we are looking to hire a dynamic individual to join our school in the 2024-2025 school year. This position will start in March 2025. The hours of work are 8 AM – 4 PM (Monday to Friday).

Position Summary:

Working under the direction of the Executive Manager – Education Services, this position supervises early learning programming for children and their families. This includes Alberta certified teachers, who are primarily responsible for the conduct of the classrooms under the guidelines of Early Childhood Services (ECS), the Kindergarten Program Statement (Alberta Education) and Alberta Education Kindergarten curriculum. The Learning Lead will participate in and support staff and families through professional development and parent-teacher meetings.

With the management team, the Learning Lead will plan, direct, and support the implementation of the educational programs. The position is responsible for providing instructional leadership and mentorship to teachers, therapists, and TAs, define and clarify objectives and stimulate high levels of job performance within the team. Perform all functions of a Teacher as per Teaching Quality Standards for training, mentorship, support and substitute coverage, as required. Must display professional competencies in accordance with the Teaching Quality Standards, Leadership Quality Standards, and adhere to the code of Professional Conduct for Teachers and Teacher Leaders, issued by Alberta Education.

The Learning Lead acts as a representative and ambassador of the organization to promote positive relationships and strong community partnerships. Responsible for fostering effective relations within the school community.

We Offer:

- Small classroom sizes with a diverse student population.
- A fantastic opportunity to collaborate with our dynamic and integrated team, which includes. Speech-Language Pathologists, Occupational Therapists, Physiotherapists, Psychologists, Teachers and Therapeutic Teaching Assistants

- Competitive Salary
- Comprehensive health and dental benefits package which includes optional RRSP contributions, wellness days, appointment time and paid sick time
- Employee Assistance Plan
- Professional development allowance for ongoing learning and career advancement
- Free onsite parking

The Ideal Candidate Should:

- Be solutions and results oriented under pressure, with creative and innovative problem-solving skills to overcome operational issues, by identifying and mobilizing internal/external resources.
- Develop and maintain positive working relationships with the teaching team, parents/guardians and support team. Demonstrating empathy and understanding when working with the children's families.
- Possess broad background and extensive knowledge of best practices, methods and strategies for working with and teaching children with complex needs.

Responsibilities Include:

Resource, Support and leadership

- Promote positive teamwork within the Centre, across disciplines, and in individual classrooms.
- Work in consultation and cooperation with managers, site coordinators, administration and the leadership team.
- Serve as a resource to staff with regards to programming needs or concerns
- Ensure Providence's Principles of Quality Care for Children are applied for all children.
- Participate as a team member and demonstrate appropriate interpersonal skills
- Ensure updated materials and equipment is available as required.
- Serves as a resource for parents regarding questions or programming concerns.
- Work with the site-coordinator and intake manager to tour and intake new children
- Engage and establish professional, positive relationships with families. Serve as a resource and respond to questions and concerns
- Work with parents to resolve issues and/or disputes.
- Identify, develop and utilize Providence and community resources to facilitate the development of parents, staff and children.

Supervision

- Manage workflow of direct reports
- Evaluate performance of direct reports and provide feedback on an ongoing basis/annual review process
- Ensure all teachers are meeting the competencies and indicators of the Teaching Quality Standard (TQS).
- Mentor and train new and existing employees under direct supervision.
- Set employee and team goals, monitor and ensure accountability for their job performance
- Ensure that professional growth opportunities are provided and encouraged
- Create and manages school/team schedules
- Conflict management and resolution, work with the employees to resolve disputes
- Be solutions and results oriented under pressure, with creative and innovative problem-solving skills to overcome operational or leadership issues by identifying and mobilizing internal/external resources.

Practicum students

- Coordinate the setup and placement of practicum students at Providence in conjunction with the Vice President.
- To be a liaison between Providence staff who supervise practicum students and the practicum supervisors
- Ensure all Providence commitments are met in regards to the completion of the practicum student's fieldwork (i.e. evaluations, paperwork, etc.)

Participate Centre Planning

- Membership in committees at Providence as appropriate.
- Support, participate and be involved in any teaching and/or research endeavors or other community projects in which the Centre participates.
- Attend and participate in planning and training sessions across the organization.
- Identify and support new initiatives

Qualifications:

- Must hold a Bachelors in Education as well as a Master's Degree in Leadership
- Valid Alberta Interim/Permanent Teacher Certificate.
- Experience working as a Teacher with children that display challenging behaviour or have disabilities, with extensive knowledge of child development.
- Experience in a leadership position. Could include volunteer leadership position, student and/or TA supervision. With experience in direct supervision of staff.
- Demonstrate strong organizational, interpersonal and communication skills.
- Valid First Aid and CPR Certificate.
- Valid Class 4 driver's license (or willing to work towards it) and personal insurance covering PLPD (\$2,000,000). Must have own vehicle and willing to travel within Calgary.
- Personal suitability NOTE: This position requires lifting and carrying demands that require the ability to bend at the waist, stoop, and twist frequently, the ability to lift up to 50 lbs, the ability to carry, push and pull up to 50 lbs, and the ability to stand, walk and sit frequently.

Please submit your resume via email to the Human Resources Team at: hr@providencechildren.com

Providence is committed to fostering an equitable, diverse, and inclusive workplace. We welcome applications from all qualified candidates which includes but not limited to; visible minorities, Indigenous peoples, persons with disabilities and persons of any sexual orientation or gender identity.

Providence acknowledges that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 6, 7, and 8 and the Six Regions of the Métis Nation of Alberta. We acknowledge the many First Nations, Métis and Inuit who have lived in and cared for these lands for generations. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.

Learn more about us at: www.providencechildren.com