



EMPLOYMENT OPPORTUNITY

POSITION: Vice-Principal for High School
SALARY: According to WBE Salary Grid
START DATE: Immediately

Under the direct supervision of Principal and Systems Principal and the and general direction of the Education Director.

RESPONSIBILITIES:

- Collaborate with the Principal to advance school improvement goals, student achievement, student well-being, and positive school culture.
- Support the implementation of Ontario curriculum expectations while ensuring the integration of Anishinaabe language, culture, identity, and ways of knowing throughout the school experience.
- Assist with the day-to-day administration and operation of the school, including timetabling, supervision, organization, and scheduling.
- Provide leadership in student discipline, restorative practices, attendance support, and positive behaviour strategies.
- Support and mentor teaching and non-teaching staff through coaching, collaboration, professional learning, and performance feedback.
- Develop and maintain positive relationships with students, parents, caregivers, Elders, community members, and agency partners.
- Support school events, extracurricular programs, and initiatives that strengthen community engagement and student involvement.
- Work collaboratively with school staff, Board departments, and local agencies to support student success and well-being.
- Act as Principal when required.

QUALIFICATIONS:

- Bachelor of Arts or Science Degree and Bachelor of Education Degree.
- Principal's Qualifications Program (PQP) or equivalent Principal Qualifications.
- Membership in good standing with the Ontario College of Teachers.
- Strong interpersonal, organizational, communication, and collaborative leadership skills.
- Knowledge of Ontario Ministry of Education policies, regulations, and curriculum requirements.
- Commitment to First Nations education and community-based approaches to learning.
- TB Mantoux test (formal Medical Form/Letter from Family Doctor) within the last 90 days.
- Recent copy of performance appraisal/ evaluation.

DEADLINE: **September 18, 2026 @ 2:00 p.m.**

Interested applicants are invited to submit a cover letter, resume, and three current work-related references. A current Criminal Reference Check with Vulnerable Sector screening upon offer of employment.

DIRECT APPLICATIONS TO: **"Vice Principal"**
applications@wbe-education.ca
Wiikwemkoong Board of Education
34 Henry Street
Wikwemikong, Ontario, P0P 2J0
Tel: 705-859-3834

Preference will be given to Indigenous applicants. Self-identification is encouraged.