The establishment of St. Anne’s School creates an exciting opportunity: an opportunity to be an integral member in the development of a school for girls which includes creating school culture, building tradition, and setting the stage for what will become a unique educational experience. This experience is complete with progressive programming, community connections, and social-emotional learning.

The time has come to excite York Region and offer young women the same unparalleled educational experience as their male counterparts. The most significant benefit is the shared partnership that St. Anne’s and St. Andrew’s will have. In the 21st century, we know this is the best of both worlds.

St. Anne’s will be a place of learning where girls will be encouraged to find their centre, challenged to develop their voice, and pushed to explore and integrate beyond traditional norms. SAS will serve young women in every capacity, providing an experience as unique and fulfilling as St. Andrew’s College has since 1899. Our students’ experiences will be much richer as we construct and establish a progressive learning environment for generations to come. To find out more, visit our website at www.stannes.ca

We invite applications for a full-time opportunity at St. Anne’s School in the role of ASSOCIATE DIRECTOR, ACADEMICS with an appointment effective August 1, 2022.

St. Anne’s School is seeking an exceptional educator and leader, capable of designing and delivering distinctive academic and signature programs that will create an enriching experience for the first generation of Cygnets. As a member of the Leadership team and working closely with the Head of School and Assistant Head of School, Director of Upper School, the Associate Director, Academics will champion the vision, philosophy and goals of the day-to-day academic program while working collaboratively with teaching staff to ensure alignment and advancement of strategic priorities.

This role requires significant planning and coordination to ensure seamless daily operations. The Associate Director, Academics will oversee the assessment and evaluation practices and policies and will coordinate the Advance Placement programming. Through teaching 3-4 sections, serving on a duty team and coaching, the Associate Director, Academics will become fully immersed in the daily life of the school. As a leader and role model, they will work to establish positive rapport with all constituents of the St. Anne’s School community using effective listening, communication, and conflict resolution skills. Externally, as a key school ambassador, the Associate Director, Academics will work closely with SAC counterparts, collaborate with the CAIS network of schools and the Ministry of Education.

The Associate Director, Academics will have responsibility to oversee student support including the Guided Learning Centre, tutoring, and Student Support plans. This will also include organizing and leading at-risk meetings and overseeing academic discipline. Operationally they will create the course calendar and organize the timetabling and assessment calendars.

We seek applications from candidates with demonstrated curricular and school-wide leadership experience at the upper school level, coupled with a strong educational foundation that includes a comprehensive understanding of the Ontario curriculum, completion of the CAIS Leadership Institute, and a Master’s degree in Education. Candidates must convey an acute awareness of the unique needs of an all-girls educational setting. Experience managing daily operations and multiple priorities including timetabling, scheduling, course calendars, and academic policy development are key functions of the role. Successful candidates understand the importance of a school-wide presence leading to meaningful relationships with faculty, students, and
parents. The ability to lead through complex change in the Schools early iteration is paramount. A fulsome job description is available by request.

Applicants are requested to include a cover letter and resume with their submission to HR@stannes.ca with the subject line Associate Director, Academics. Closing date for applications: November 29, 2021 at 5pm.

We believe that diversity in our school fosters a rich, inclusive, and creative environment. We are actively engaged in building a more diverse school and encourage all qualified applicants to apply. By extension, we are committed to providing accommodations for persons with disabilities. If you require an accommodation through the recruitment process, please contact Human Resources at 905-727-2580.

At St. Anne’s we are committed to providing and maintaining a safe school environment for all. Consistent with this commitment, the School has established a COVID-19 Vaccination Policy which requires all employees and students to be vaccinated from COVID-19. Exemption to this policy is based on medical condition or religious/creed. In addition, employees must provide a satisfactory vulnerable sector screening as a condition of employment.