



**THE DISTRICT SCHOOL BOARD OF NIAGARA  
IS SEEKING AN  
OUTDOOR EDUCATION SITE SUPERVISOR**

**Role:** Responsible to the Superintendent of Education, the Outdoor Education Site Supervisor will provide support regarding the day to day operations of the Outdoor Education Site for the Walker Living Campus and St. John's Outdoor Education. Liaise with internal staff, students, and principals as well community groups, organizations and partners supporting outdoor education. Manage all promotions, communications, and program support for each site.

**Primary Responsibilities:**

- Supervise Field Technicians.
- Planning and coordination of daily operations.
- Support program initiatives and participation in collaborative initiatives.
- Coordination of all communication including website, promotional materials, social media, public relations, tours, marketing and special events.
- Assist with facilitating program delivery for students.
- Manage budget expenses, reporting and purchases.
- Maintain health and safety standards for both sites.

The preferred candidate will demonstrate strengths in the following areas:

- Superior leadership, interpersonal and communication skills, including problem solving and conflict resolution.
- Relationship building and promotion of a collaborative culture with all Board staff and community partners.
- Thorough knowledge of Board Administrative Procedures and Policies, purchasing principles, practices and techniques as it relates to the outdoor education environment.
- Knowledge of environmental education and outdoor educational activities.
- Knowledge of outdoor skills and an interest in local Niagara history.
- Participation in further training and certifications as needed to remain current and innovative in outdoor and environmental education.

**Education:** Preference will be given to applicant with a two year college diploma, Outdoor Education Training or certification, First Aid and CPR. Previous experience working in a School Board is an asset.

This position is part of the District School Board of Niagara's Administrative Management Group.

**Salary Range:** \$67,478 - \$80,335 per annum

**How to Apply:** Applications (including cover letter, resume and three professional references) must be submitted via email to [careers@dsbn.org](mailto:careers@dsbn.org) attention Human Resources Department. **Applications will be accepted until Wednesday, July 8, 2015 at 12:00 noon.** Only candidates selected for an interview will be contacted. We thank all others for your interest in the District School Board of Niagara.

The District School Board of Niagara is committed to inclusive, barrier-free recruitment and selection processes. We will offer accommodation for applicants as required throughout the stages of the recruitment and selection process. If you are contacted by the District School Board of Niagara regarding a job opportunity, please advise if you require accommodation. Information relating to accommodation will be addressed confidentially.

Director of Education  
Warren Hoshizaki

Chair of the Board  
Sue Barnett