



Director of Education

Organization Overview

Learning Disabilities Society is a growing, innovative, research-based, non-profit charity serving children and youth with learning differences. In collaboration with academic institutions, LDS offers individualized, evidence-based programs that target student-specific learning needs. Our growing programs and services currently operate online, from our Learning Centres in East Vancouver and North Vancouver, as well as from six in-school locations. We provide sustainable, affordable and individualized programs to ensure that all children have an opportunity to realize their full potential.

Through early intervention, we support students at a critical time in their life, leading to profound, positive change in student life outcomes. We are scaling-up our organization and service provision with the ultimate goal to effect system change with material and wide-ranging societal benefits.

Purpose of Position

The Director of Education is responsible for managing all LDS education service operations at its Learning Centres, at its in-school locations and through its online services, including designing, implementing and maintaining our delivery of service and programs. This role is responsible for the management of all LDS Learning Support and Program staff and the maintenance of LDS standard practice, the baseline upon which we measure student success. The Director of Education is a support for parents, staff and instructors and provides advice and recommendations for advocacy.

Principal Roles and Responsibilities

Education Services Operations

The Director of Education manages LDS programs online, at its Learning Centres and at its in-school locations. Specific responsibilities include:

- Development and management of relations with school principals and school board representatives
- Management of service provision contracts and oversight of scheduling logistics
- Oversight of program development and delivery, including ensuring the timely marketing, implementation, monitoring and evaluation of LDS's various programs
- Identification of and oversight of educational and programmatic partnerships and collaborations that further LDS's mission including those with academic institutions, technology firms, community groups, and schools
- Oversight of the review of existing and prospective client files including testing (psych-ed assessments, speech and language assessments, OT, IEP, etc.)



- Together with the Learning Support team, oversight of the debrief of student cases with instructors and development of individualized instruction plans
- Consultation with parents and school teachers
- Oversight of clients at all LDS locations
- General duties involved with delivering LDS 'best practices' to students

Staff Management

The Director of Education supervises all LDS Learning Support and Program staff, including supporting staff management of LDS instructors, their performance evaluations, and in progress monitoring of students. The Director of Education works with Learning Support staff to identify areas where instructors and staff should receive updated or additional training and is responsible for ensuring the coordination and delivery of that training.

Advocacy and Parent Support

The Director of Education leads LDS Learning Support staff in the provision of support and advocacy for parents, in order to foster knowledge, confidence and resources to improve student outcomes. This includes delivery of parent advocacy workshops that help foster a better understanding of student unique learning needs, and providing support with school-based teams and school programs.

Competencies

- Very strong leadership, presentation and management skills
- Thrive in a collaborative, supportive team environment
- Strong organizational and time management skills
- Excellent communication (written and oral) and interpersonal skills
- Self-motivated and self-directed

Qualifications

- Master's degree in education or equivalent
- BC Public School Certified Teacher
- Minimum of 5 year direct classroom and/or resource room experience
- 2 years' experience working with students with learning disabilities (literacy, numeracy and foundational skills)
- Ideally 5+ years of work experience within the BC education system in an administrative or management role

Requirements

- Comprehensive knowledge of the current BC Curriculum
- Reliable personal vehicle
- Criminal record clearance
- Eligibility to work in Canada
- Recent 'working with vulnerable populations' training (can be provided)



Reports to: Executive Director

Start date: As soon as possible.

Location: This position works primarily out of our East Vancouver office, which is located on very good transit and bike routes, and has parking available.

Job Type: Full-time, Permanent

Remuneration: Salary range \$80,000 to \$90,000 commensurate with education and experience with attractive vacation and health and dental benefits. We would be pleased to discuss this at an initial interview.

Equity: LDS is committed to employment equity and believes that a workforce that reflects the diversity of the communities we serve strengthens our ability to achieve our mission. We strongly encourage applicants of all genders, ethnic and cultural backgrounds, sexual orientations, abilities, and with a range of life experiences to apply.

Accessibility: Please note, LDS's main office space is located on the ground floor of the building.

How to apply: Please send your resume and cover letter specifically indicating past experience as ONE PDF to Rachel Forbes, Executive Director at ed@ldsociety.ca . Position will be open until filled. Applications will be considered as received. Only shortlisted candidates will be contacted. Thank you for your interest. We look forward to hearing from you.