



**Employment Opportunity:
ELCNS Director of Professional Learning**

Posting Date: March 19, 2025

Application Deadline: April 2, 2025, at 11:59 PM

Start Date: August 1, 2025 (negotiable)

Location: Suite 219, 1496 Bedford Hwy, Bedford, NS

Term of Employment: This is a full-time leadership position with a five-year contract term, with the potential for renewal. The successful candidate will be expected to make a long-term commitment to this role, contributing to the organization's strategic vision and professional learning initiatives over the duration of the contract. Performance will be reviewed at the end of the probationary period to confirm ongoing alignment with organizational goals.

Salary Range: \$129,432 – \$161,790 (aligned with Band 15 of the Nova Scotia Education Entities Non-Union Compensation Framework)

Vacation & Benefits: Six weeks vacation and statutory holidays. A benefits package is not currently funded, but should the successful candidate require benefits, options can be explored at the time of appointment.

About PSAANS & ELCNS

The **Public School Administrators Association of Nova Scotia (PSAANS)** represents over 870 school-based and system-level administrators across the province's seven **Regional Centres for Education (RCEs)** and the **Conseil scolaire acadien provincial (CSAP)**.

Effective August 1, 2025, the **Educational Leadership Consortium of Nova Scotia (ELCNS)** will operate as the **professional learning branch of PSAANS**, dedicated to strengthening educational leadership through high-quality professional learning and collaboration with key partners.

Position Overview

The **Director of Professional Learning (ELCNS)** will play a **pivotal role** in shaping the future of **educational leadership in Nova Scotia**, ensuring that school and system administrators are equipped with the skills, knowledge, and networks needed to **lead effectively in a rapidly evolving educational landscape**.

Reporting to the **Executive Director of PSAANS**, the Director is responsible for developing, implementing, and evaluating **high-quality professional learning initiatives** for current and aspiring educational leaders. This work is carried out in **collaboration with key partners**, including PSAANS members, the **Department of Education and Early Childhood Development (DEECD)**, **Regional Centres for Education (RCEs)**, **Conseil scolaire acadien provincial (CSAP)**, **Nova Scotia Teachers Union (NSTU)**, universities, and other professional organizations.

The Director will **provide strategic leadership** for ELCNS programming, ensuring it aligns with **Nova Scotia's Educational Leadership Standards**, reflects **emerging research and best practices**, and fosters a culture of **continuous learning, collaboration, and innovation** among school and system leaders.

Key Responsibilities

Strategic Leadership & Program Development:

- Lead the vision, development, and implementation of **high-quality professional learning programs** for school and system administrators.
- Ensure alignment with **provincial educational leadership standards, current research, and emerging educational priorities**.
- Foster a **collaborative and innovative learning culture** within PSAANS and the broader education system.
- Establish and Chair an augmented **ELCNS Program Committee** involving key stakeholders to ensure programming reflects the needs of school and system leaders.

Operational & Financial Management:

- Oversee the **administration and operations** of ELCNS, ensuring efficient resource allocation and program sustainability.
- Develop and monitor **budgets, grants, and partnership funding** to support professional learning initiatives.
- Lead, manage and develop a team of **part-time coordinators** to facilitate program implementation and development.
- Support the management and coordination of **external instructors, facilitators, consultants, and contractors** to deliver effective learning experiences.

Stakeholder Engagement & Collaboration:

- At the direction of the PSAANS Executive Director, serve as the primary **liaison** between PSAANS, the Department of Education, RCEs, CSAP, post-secondary institutions, and other educational partners, on matters related to professional learning for educational leadership.
- Maintain active engagement with **national and international networks** on leadership development.
- Lead strategic communications, ensuring members are informed about **upcoming learning opportunities** and **research-based best practices**.

Professional Learning Innovation & Research:

- Stay informed on **leading research, best practices, and innovations** in leadership development.
- Leverage **technology** to expand online and blended learning opportunities.
- Evaluate program effectiveness through **feedback, data collection, and continuous improvement strategies**.

Qualifications & Skills

Education & Experience:

- **Master's degree in education** or equivalent, or an equivalent demonstrated through a combination of **education and experience**.
- Minimum **five (5) years** of experience as a **school-based administrator**.
- Experience as a **central office administrator** is considered a strong asset.
- Proven experience in **developing, leading, and evaluating professional learning** for school or system leaders.
- Strong knowledge of the **Nova Scotia public education system**, including its structures, policies, and key organizations.

Leadership & Soft Skills:

- Strong **visionary leadership**, with the ability to **motivate and inspire others**.
- Excellent **problem-solving, decision-making, and strategic planning** abilities.
- Highly **organized**, with strong **attention to detail** and the ability to manage multiple priorities.
- Outstanding **communication skills** (written, verbal, and interpersonal).
- Demonstrated ability to **build relationships, foster collaboration, and engage diverse stakeholders**.
- Strong **technological proficiency and competence with online publishing tools and formats**, particularly in regards to **online learning and digital professional development**.

- Bilingualism (English/French) is considered an **asset**.

Additional Requirements

- The successful candidate must provide a **current (within the past 3 months) Criminal Record Check – Vulnerable Sector** and a **Child Abuse Registry Check**.
- **Valid driver’s license and access to a vehicle** required for occasional travel.

Application Process

To apply, please submit the following:

1. A **cover letter** outlining your suitability for the position.
2. A **detailed resume** highlighting relevant experience.

References will only be requested once the interview process is complete and a preferred candidate has been identified. Candidates will be asked to provide three (3) professional references at that time, including one from their most recent supervisor if possible. We recognize the importance of confidentiality, and no references will be contacted without the candidate’s explicit permission.

If you are passionate about advancing educational leadership in Nova Scotia, we invite you to apply. **Submit your cover letter, resume, and references by April 2, 2025, at 11:59 PM to execdir@psaans.ca.**

Only candidates selected for interviews will be contacted.

About PSAANS

The **Public School Administrators Association of Nova Scotia** is committed to advancing leadership in education by providing advocacy, resources, and professional learning opportunities for school and system administrators.

Mission: To represent the diverse interests and voices of educational administrators at the school and regional levels, whose leadership is central to building strong

About ELCNS

The **Educational Leadership Consortium of Nova Scotia** is dedicated to strengthening educational leadership through high-quality professional learning and collaboration with key partners.

Vision: Empowering every educational leader in Nova Scotia through rigorous, progressive, and responsive professional learning.

systems and strong schools, where staff and student success are the priorities.

PSAANS is guided by four key priorities.

Education and Professional Excellence is at the core of our work, as we strive to enhance leadership capacity and support the ongoing professional growth of school and system administrators. Through **Negotiation and Advocacy**, PSAANS works to secure fair employment terms, compensation, and benefits that reflect the vital role of administrators. We emphasize **Building Relationships and Instilling Confidence** by fostering strong connections among administrators and the broader educational community, reinforcing trust in leadership. Additionally, we are committed to **Support and Protection**, ensuring that administrators have the resources, guidance, and advocacy needed to sustain their leadership and encourage the recruitment and retention of skilled leaders.

Mission: Improve education for all students in Nova Scotia by collaborating with partners to develop accessible, diverse, inclusive, and equitable leadership.

Guided by its core values—Inclusion, Etuaptmunk (Two-Eyed Seeing), Relationships, Courage, and Responsiveness—ELCNS fosters effective, equity-driven leadership across Nova Scotia's education system. These values shape its commitment to creating accessible, culturally responsive, and forward-thinking professional learning experiences for school and system administrators.

PSAANS and **ELCNS** values **diverse leadership** and is committed to fostering a professional learning branch that reflects the breadth of educational experience across Nova Scotia. We strongly encourage applications from candidates who bring perspectives from regions outside of the Halifax Regional Municipality, and those who identify as women or members of equity-deserving groups. **PSAANS** and **ELCNS** recognizes the importance of regional diversity in shaping professional learning that is responsive to the needs of all administrators in Nova Scotia.