

Deputy Superintendent OR Associate Superintendent, People Services, Culture & Leadership Development

Sturgeon Public Schools

Location: Morinville, Alberta

Position: Associate Superintendent, People Services, Culture & Leadership Development

Reports to: Superintendent of Schools

FTE: Full-time

Start Date: To be determined

The Opportunity

Sturgeon Public Schools is seeking an accomplished, relational and strategic leader to serve as Associate Superintendent, People Services, Culture & Leadership Development. Consideration for a Deputy Superintendent designation may be given based on the successful candidate's experience, expertise and leadership capacity.

This is an exciting opportunity to join the Executive Team at an important time of organizational growth, renewal and change, and to help shape the systems, culture and leadership capacity that will support Sturgeon Public Schools into the future.

Reporting directly to the Superintendent of Schools, the Associate Superintendent will provide strategic leadership for the Division's people, workplace, organizational development and leadership priorities.

Sturgeon Public Schools is committed to a culture grounded in trust, professionalism, service, accountability and a shared commitment to student success. We are seeking a leader who understands that strong people practices, effective leadership and healthy organizational culture are fundamental to strong schools and excellent outcomes for students.

Key Responsibilities

The Associate Superintendent, People Services, Culture & Leadership Development will provide strategic and operational leadership across the Division's people, organizational and leadership priorities, including:

People Services & Organizational Leadership

- Lead a responsive, professional and service-oriented People Services portfolio that supports schools and Division departments.
- Build strong, respectful relationships with employees, school and Division leaders, employee groups, the Board of Trustees and community partners.
- Provide leadership in employee and labour relations, including collective agreement administration, negotiations and conflict resolution.

- Lead recruitment, retention and workforce planning strategies that attract and retain exceptional educators, leaders and support staff.
- Lead or oversee complex employee matters, investigations and workplace concerns with sound judgment, fairness and discretion.
- Provide leadership for employee wellness, attendance management, workplace culture and employee engagement.
- Oversee classification, compensation, staffing allocations and related People Services systems within approved Board direction and budget parameters.
- Ensure People Services practices are aligned with Board policy, administrative procedures, collective agreements and applicable legislation.
- Lead the development, review and implementation of People Services policies and administrative procedures.
- Collaborate with Executive Team colleagues on organizational design, staffing and resource planning.
- Develop, manage and monitor the People Services budget in alignment with Division priorities and Board direction.
- Establish and maintain effective relationships with government, professional organizations, employee groups and external partners.
- Support the Board and Board committees as directed by the Superintendent.
- Contribute to Division-wide strategic planning, assurance, continuous improvement and organizational initiatives.
- Respond calmly, professionally and decisively to complex and emergent situations.

Leadership Development & Capacity Building

- Lead a Division-wide leadership development strategy that builds the capacity of current, aspiring and emerging leaders.
- Develop leadership pathways and opportunities that support the recruitment, development and retention of high-quality school and Division leaders.
- Lead succession planning strategies that strengthen organizational sustainability and leadership continuity.
- Develop and support leadership learning aligned with the Alberta Leadership Quality Standard and the priorities of Sturgeon Public Schools.
- Partner with school and Division leaders to identify leadership strengths, development needs and opportunities for professional growth.
- Support principals, vice-principals, supervisors and emerging leaders in strengthening their leadership, supervision and people-management practices.
- Establish structures that foster mentorship, coaching, collaboration and professional learning among leaders across the Division.
- Support effective onboarding and transition processes for new leaders.
- Build leadership capacity that promotes consistency, accountability, innovation and excellence across schools and Division departments.
- Use feedback, evidence and organizational data to inform leadership development priorities and evaluate impact.

- Cultivate a culture in which leadership is viewed as a shared responsibility and employees are supported to grow their capacity to lead.

People-Centred Leadership

The successful candidate will understand that management and leadership are not synonymous. While strong organizational management is essential, this role is fundamentally about developing people, strengthening leadership capacity and creating the conditions in which employees and leaders can do their best work.

The Associate Superintendent will:

- Develop people rather than simply manage processes.
- Build leadership capacity rather than create dependency.
- Coach, mentor and support leaders to grow their confidence, judgment and effectiveness.
- Recognize leadership potential and create meaningful opportunities for people to develop it.
- Balance compassion and relationship-building with accountability and clear expectations.
- Foster a culture where employees feel valued, supported, challenged and responsible for their contribution.
- Translate Division priorities into meaningful opportunities for leadership growth and organizational improvement.

Leadership at Sturgeon

The successful candidate will demonstrate the competencies of Alberta's Leadership Quality Standard (LQS) and will bring those competencies to the unique context of Sturgeon Public Schools.

We are seeking a leader who:

- Builds trusting relationships.
- Is visible, accessible, respectful and genuinely interested in people.
- Builds trust while addressing difficult issues directly and fairly.
- Communicates openly and transparently, particularly during times of change.
- Develops constructive relationships with employee groups and approaches labour relations with professionalism and respect.
- Connects People Services and leadership development to the Division's vision, values, Education Plan and strategic priorities.
- Leads change with clarity, courage and compassion.
- Builds organizational capacity for continuous improvement and sustainable change.
- Develops leaders who are reflective, relational, courageous and accountable.

- Creates meaningful opportunities for mentorship, coaching, collaboration and professional learning.
- Supports equitable, inclusive and culturally responsive workplaces.
- Demonstrates sound judgment in matters involving legislation, policy, collective agreements, employee relations and organizational risk.
- Uses data and evidence to inform workforce, leadership and organizational decisions.
- Maintains confidentiality, professionalism and integrity in all aspects of the role.

Qualifications and Experience

The ideal candidate will possess:

- An Alberta teaching certificate in good standing, or eligibility for certification in Alberta.
- LQS certification or eligibility to obtain LQS certification.
- A master's degree in education, educational leadership, human resources, organizational leadership or a related field is preferred.
- Significant leadership experience within a K - 12 education environment.
- Preference given to candidates who hold or have previously held an Assistant/Associate Superintendent designation.
- Demonstrated experience in human resources, employee relations, labour relations, organizational leadership or organizational development.
- Demonstrated experience leading or supporting leadership development, coaching, mentorship or succession planning.
- Strong knowledge of Alberta education, school authority operations and the legislative and regulatory environment affecting public education.
- Experience working collaboratively with employee groups and/or bargaining units.
- Demonstrated experience in recruitment, workforce planning, performance management and organizational development.
- Strong communication, interpersonal, conflict-resolution and problem-solving skills.
- Demonstrated ability to manage confidential and sensitive matters with discretion and integrity.
- Strong fiscal and organizational management skills.
- A record of successful leadership consistent with the competencies of the Alberta Leadership Quality Standard.

The Leader We Are Looking For

Above all, the successful candidate will be a strategic people leader, leadership developer and organizational leader who understands that the strength of a school division is ultimately built through its people.

You will be someone who:

- Listens before acting.
- Builds trust while maintaining clear expectations and accountability.

- Is visible, accessible and responsive.
- Balances compassion with courage and accountability.
- Can navigate difficult conversations with professionalism and care.
- Develops people rather than simply managing them.
- Recognizes and grows leadership potential throughout an organization.
- Moves comfortably between strategic leadership and practical problem-solving.
- Brings sound judgment to complex and confidential situations.
- Builds capacity rather than dependency.
- Works collaboratively while being willing to make difficult decisions.
- Can translate organizational priorities into meaningful leadership development and action.
- Keeps students, staff and the quality of public education at the centre of organizational decisions.

Portfolios and areas of responsibility may be adjusted based on the successful candidate's experience, expertise and the evolving priorities of Sturgeon Public Schools.

This is an opportunity for a leader who wants to help shape the future of Sturgeon Public Schools, not simply by managing a portfolio, but by developing people, strengthening leadership capacity, cultivating culture and creating the organizational conditions necessary for schools to thrive.

If you have any questions about the position, please contact Superintendent Devon Dempsey at 780-939-4341.

Application

Interested candidates are invited to submit:

- A cover letter outlining their interest in the position and the leadership they would bring to Sturgeon Public Schools;
- A current resume; and
- Contact information for 3 professional references.

Applications will be accepted on Apply to Education until September 4, 2026, or until a suitable candidate is found.

Sturgeon Public Schools thanks all applicants for their interest. Only those candidates selected for an interview will be contacted.

Sturgeon Public Schools is committed to inclusive and equitable employment practices and welcomes applications from individuals who reflect the diversity of the communities we serve.