



Medicine Hat Catholic Board of Education

1251 — 1st Avenue SW, Medicine Hat, AB T1A 8B4
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Competition # 662 - Superintendent of Schools

Location: Catholic Education Centre (CEC), Medicine Hat, Alberta

FTE: 1.0

Contract Term: Fixed

Leadership Opportunity

The Board of Trustees of the Medicine Hat Catholic Board of Education (MHCBE) invites applications for an experienced, collaborative, and visionary educational leader to continue the Division's commitment to excellence in Catholic education and support student success. The position will commence **August 1, 2027**, or another date mutually agreed upon by the Board and the successful candidate.

About Medicine Hat Catholic Board of Education

In partnership with family, Church, and community, MHCBE provides Catholic Education of the highest quality to our students. The Division serves approximately 3,000 students from Early Learning through Grade 12 and employs approximately 350 teachers and support staff. Located in southeastern Alberta, the Division serves students in Medicine Hat and the communities of Dunmore and Redcliff. The Division's current operating budget is \$48 million.

Governed by five publicly elected trustees, the Board operates nine Catholic schools. In partnership with families, the Church, and the broader community, MHCBE is committed to providing Catholic education of the highest quality and supporting the success and well-being of every student.

Catholic Education Commitment

The successful candidate will demonstrate a strong commitment to their Catholic faith, have experience in a Catholic educational setting, and advance the mission and values of the Division. As a condition of employment, the successful candidate is expected to be a practicing Catholic and maintain a lifestyle and deportment, both within and outside the workplace, consistent with Gospel values and the teachings of the Catholic Church.

The Leader

The Superintendent will work effectively with the Board to advance the Division's vision, priorities, and commitment to excellence. The successful candidate will be an engaged, ethical leader who builds trust, strengthens relationships, and creates safe, caring, and respectful learning and teaching environments.

Working collaboratively with the Board and broader education community, the Superintendent will ensure diverse voices are valued, articulate a cohesive vision for the future, and sustain the Division's commitment to quality teaching and learning.

Key Attributes

- Integrity, vision, and sound professional judgment, with the ability to make difficult decisions and take responsibility for outcomes.

- Excellent interpersonal, communication, organizational, technological, and problem-solving skills.
- Broad leadership experience in diverse educational settings, with a demonstrated focus on student success.

Qualifications

- Master's degree or higher in Educational Leadership or Administration.
- Must qualify for or hold teaching certification in the province of Alberta.
- Must qualify for or hold the Superintendent Leadership Quality Standard in Alberta.
- Broad-based leadership experience, including experience as a teacher and school-based administrator.
- A minimum of five years of senior administration is preferred.

Division Priorities

- Catholicity
- Positive workplace experience
- Quality teaching and learning

Application Process

Although the competition will remain open until a suitable candidate is found, applications received by **Friday, November 27, 2026, at 4:00 p.m.** will be carefully considered for advancement to the interview process.

Applicants are asked to submit the following:

- Cover letter
- Curriculum vitae
- Most recent evaluation
- Current pastoral reference letter
- Letter of faith (personal attestation of Catholic faith and education philosophy)
- Five professional references, including current contact information

Applications should be submitted through the [applytoeducation](#) link.

Selection and Appointment

- Shortlisted candidates should expect to attend an in-person interview in Medicine Hat, Alberta.
- The successful candidate will be required to provide a current Police Information Check with Vulnerable Sector Check and a current Child Intervention Record Check prior to appointment.
- By applying, candidates agree that their professional references may be contacted as part of the shortlisting and selection process.
- Candidates who advance to the interview process will be contacted by the Consultant.

More information:

Education Consultant Dr. Cindi Vaselenak is assisting the Board with recruitment of qualified applicants.

Contact: Dr. Cindi Vaselenak

Email: cvaselenak@icloud.com | **Medicine Hat Catholic Board of Education:** www.mhcbe.ab.ca