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**Executive Officer, Facilities and Planning**

***Are you ready for the challenge of leading the Facilities and Planning departments of Canada’s largest school board? Do you welcome the opportunity to partner with the academic staff of the TDSB to create and maintain the best possible learning environments to support the Board’s Vision for Learning and the well-being and success of every student? Working with a 450 million- dollar Facilities and Planning budget in a system with an overall budget of over 3 billion, can you lead a staff of 5,000 in five departments to support the Board of Trustees in meeting the needs of students and families in Toronto’s richly diverse communities? If so, read on****!*

The **Toronto District School Board (TDSB)** is dedicated to the achievement and well-being of each student. Every day, staff members in its 583 schools across the city are privileged to serve students and families of communities in a city considered the most diverse in the world. When it comes to helping schools create the physical learning contexts—the equitable, inclusive cultures and welcoming environments—that are critical to the achievement and well-being of all students, the Board’s Facilities and Planning departments have the responsibility of using the resources to optimize the conditions that result in supportive and encouraging learning spaces.

As Executive Officer, you will lead the way in the management and development of the asset base of the TDSB and direct initiatives across the Board’s operations, along with providing innovative oversight into design, construction, maintenance, plant operations, planning, and occupational health and safety. You will also work with the Toronto Lands Corporation to ensure the best possible use of Toronto’s real estate assets.

Reporting to the Associate Director, Business Operations and Service Excellence, you will work with the following Board of Trustee Committees: Finance, Budget and Enrolment Committee and as required, Planning and Priorities Committee, Program and School Services Committee, and Governance and Policy Committee. A champion of collaborative professionalism, you will also serve on the Director’s senior leadership team as a member of the Executive Council.

Reporting to this position are the following roles:

·         System Planning Officer- Responsible for Student Accommodation planning, Student Information Systems

·         Senior Manager Operations, Maintenance and Community Use – Responsible for Caretaking, Maintenance, Rental Permits, Security Operations, Fleet Services and Utilities

Senior Manager Occupational Health and Safety – Responsible for all aspects of Corporate Health and Safety, including addressing safety concerns, workplace inspections, system response to issues

Senior Manager Design and Renewal (2) -Responsible for the development and implementation of a comprehensive renewal program to ensure assets are maintained and enhanced

Senior Manager Capital Services and Data Systems -Responsible for all Capital projects including school rebuilds and additions

·         As the Executive Officer of Facilities and Planning, you will be a member of the Executive Council  and, in particular, work with the Associate Director, School Operations and Service Excellence, to ensure that the Board’s buildings and assets provide the appropriate learning environments to advance the directions enunciated in the *Vision for Learning*. You will make it a priority to understand and advocate for the use of resources in the spirit of the Board’s Equity Framework.

This vital leadership role calls for a strategic thinker who is both optimistic and realistic, agile and innovative, fiscally responsible and comfortable with complexity and who understands the needs at the heart of education, namely students. An excellent communicator, you will explain complex issues with clarity in the Boardroom and in meetings with the public as effectively as you provide clear direction to all the departments reporting to you. A servant leader, you will draw the connections between the Multi-Year Strategic Plan and the partnership of Facilities and Planning with educators. A transparent, visible leader you will empower staff and inspire confidence as you manage time and multiple projects using your full toolbox of skills to guide and support your teams and ensure their efforts advance equity and excellence in the Toronto District School Board. Your strong track record of working successfully to support the decision-making roles of elected officials coupled with your active network in both the municipal and provincial government contexts will allow you to maximize resources and impact in the best interests of students and communities.

As the successful candidate, you will have a graduate degree in a relevant field and a high commitment to service excellence as well as the expertise and leadership approach necessary to foster outstanding service delivery in all aspects of Facilities and Planning. Moreover, you will be comfortable leading in a unionized environment and experienced in interacting with multiple stakeholders with diverse interests impacted by the TDSB’s complex operations.

To apply for this senior mandate in the Toronto District School Board, submit your application by **June 10 2020** to:

Joan M. Green & Associates/LBCG

c/o Frank Markel

[fmmphd@gmail.com](mailto:fmmphd@gmail.com)

Please specify Executive Officer, Facilities and Planning, Toronto District School Board in the subject line of your email.

Joan M. Green & Associates/LBCG is mindful of the importance of championing diversity amongst candidates. The project team is fluent in current diversity, inclusion, and anti-oppression practices. We are committed to ensuring a fair and inclusive recruitment process.

Accommodation Statement:

Joan M. Green & Associates/LBCG fosters a culture of inclusion. We will make any appropriate accommodation based on any of the protected grounds in the Human Rights Code to support candidate participation in the recruitment and selection process. All candidates will be provided with an understanding of the expectations and requirements of the process, in order to ensure full participation of all qualified candidates.

The Toronto District School Board adheres to equitable hiring, employment and promotion practices  
  
We strive to meet the accommodation needs of persons with disabilities. Applicants are encouraged to make their needs for accommodation known in advance during the application process.