



# The Shambhala School

## Academic Director Elementary School Job Posting

Are you an experienced educator looking for an opportunity to share your expertise, experience, knowledge and skills to provide leadership to an elementary school? Are you interested in working at a school who views themselves as having more of a role than just academics but has a focus on nourishing the whole child? The Shambhala School of Halifax offers a unique work environment, where teachers are supported to bring a mindful and creative approach, compassion, love of children, and strong understanding of all aspects of development to an integrated and enriched academic program.

The Shambhala School is looking for an innovative, hard-working, creative Academic Director of the Elementary School (part time). Working directly with the Executive Director the successful candidate will assume a key administrative role at the Shambhala School and in the Shambhala School community. While managing all issues related to primary and junior curriculum, the individual will model their own path of learning to understand how they are connected to the vitality of life, nurture the rhythms of the school year and activity of learning, question our understanding and practice of accessibility, unity and diversity, foster collegiality, guide professional development and teacher health strategies, understand mirroring child development in each grade level and effect a standard of excellence in the Elementary School

This multi-faceted and challenging position requires enthusiasm, sensitivity and vision. The Academic Director of the Elementary School is responsible for overseeing all aspects of the enrollment process for primary through to grade 5 school admissions.

At the Shambhala School, we've incorporated mindfulness traditions into the fabric of our school culture -- as well as arts and outdoor education -- nurturing emotional, social, and psychological resilience in our students. We believe that all children deserve an environment where they can reach their full potential. We back this belief with a substantial tuition assistance program and Diversity Scholarship program, so that many can have that opportunity.

Our curriculum is built on the five pillars of Mindfulness/Compassion, Integrated Arts, Outdoor Education, Enriched Academics (including Global Literature and History), and Society--including a strong emphasis on social justice and restorative dialogue. Our unique curriculum inspires students to grow into confident, creative thinkers with a strong sense of social and environmental awareness.

As the ideal candidate you are an exceptional educator with the following leadership experience and relevant academic qualifications:

- Experience as an educator of young children with knowledge of Waldorf and/or Enki education and a passion for the arts
- Extensive knowledge of PP-5 curriculum teaching methodology, concepts and expectations
- Deep understanding of the educational, physical, social and emotional needs of students in grades PP to 5.
- Outstanding experience and success in innovative pedagogy.
- Encompasses a 'whole student' educational philosophy.
- Has a diplomatic and energetic personality as well as a consultative, compassionate, yet decisive approach with teachers and parents.
- Displays a deep commitment to professional growth and development for him/herself and your staff, a sense of humour, a view of the workability of any challenge, and a passion for working with and for young people.
- You maintain a current mindfulness practice and are familiar with meditation.

## Key Responsibilities

- Be an active member of the Admissions Committee
  - Manage applicant files from inquiry to enrolment, including scheduling tours, interviews, and testing with prospective and applicant families
  - Meet prospective students and families and evaluate candidate's strengths, weaknesses, interests, academic history and other relevant observations
  - Promote the Shambhala School to prospective families, feeder schools, educational consultants, and referral organizations both internationally and domestically.
- Follow up with families, students, educators, consultants, and school personnel in timely manner through electronic, hand-written, and verbal forms of communication
- Chairs Elementary School faculty meetings
- Coordinate Elementary School Professional Development
- Provide teacher support in the classroom, with students
- Communication link between Board, Executive Director, Parents, Staff and Students
- Through the lens of the Pillars coordinates the development and implementation of a fully enriched curriculum that is in keeping with the educational philosophy of the Shambhala School
- Oversees the rhythms and cycles of the curriculum and of the students
- Provides oversight and coordination of festivals, field trips, ceremonies and extra curricular activities for the elementary school
- Oversee the Individual Education Plan (IEP) process.
- Demonstrate in-depth knowledge of progressive, research-backed learning and teaching processes, assessment, and instruction.

## Diversity Statement:

The Shambhala School is committed to inviting, appreciating and working with a diverse population of staff and students in ways that fully develop and utilize each person's abilities and strengths which in turn builds a strong school community. We are committed to employment equity and invite applications from traditionally under-represented groups including but not limited to the African Canadian community, Indigenous peoples, and the LGBTQ\* community.

## Conditions of Employment:

The successful candidate will be required to complete a Criminal Background Check, Vulnerable Sector Check and Child Abuse Registry Clearance. All applicants must be eligible to work in Canada and hold a valid first aid/CPR certificate, and live or be willing to relocate to the Halifax Regional Municipality.

## How to Apply:

To apply, send a cover letter and curriculum vitae to [employment@shambhalaschool.org](mailto:employment@shambhalaschool.org)

Applications close Jun 5, 2022