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Job Details

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Specialist - Research and Accountability

Job Code: 2567346

Job Type: Full Time

Date: 6/29/2018 12:00:00 AM

Closing Date: Jul 13, 2018 4:00 PM

Location: Burlington, ON, Canada

Description:



Learn, Grow, Succeed



M.A.S.S. NOTICE OF VACANCY

Position: Specialist - Research and Accountability

Salary Range: \$84,743 - \$100,883 - Band 9 (Under Review)

Location: Research and Accountability Department, New Street
Education Centre

3250 New Street, Burlington, ON L7N 1M8

Work Schedule: 35 hours/week, 12 months/year

Effective Date: September 4, 2018

Description:

Reporting to the Superintendent of Education with responsibilities for Research and Accountability, you will be responsible for providing system leadership for K-12 Board and Ministry initiatives to ensure quality programs and support for educators. The successful candidate will work with the department to provide a range of research and statistical services to support evidence informed decision-making in supporting student achievement and well-being at the classroom/department, school and system level.

Qualifications:

As a Specialist - Research and Accountability, you will make full use of your graduate

degree in Education, Psychology, Sociology or other relevant social sciences that includes specialized training in quantitative and qualitative research design (minimum Master's degree required), and your minimum 4 years' related experience in a research environment within a school board setting that reflects a working knowledge of curriculum, instruction, special education, and equity concepts, principles, and theory.

The successful candidate will provide leadership with responsibilities that include:

- MiSA Lead for the Halton District School Board (e.g., coordination, participation and reporting to the Province (e.g., MISA LCB and PNC Project Activity and Outcomes).
- Research methodology and statistical procedures using technology (e.g., SPSS, Excel, NVivo)
- Develop and coordinate system-level measurement in support of the [HDSB Multi-Year Plan](#)
- Data collection requirements articulated in the Ministry of Ontario Equity Action Plan
- Support in-school learning teams in analysis and improvement planning with respect to student and school level data (e.g., SIPSA, EQAO analysis, system stakeholder surveys, School Self-Assessment)
- Support capacity building through data literacy, improvement planning (e.g., SIPSA, EQAO analysis, OurSchool survey, Have Your Say survey, School Self-Assessment) with respect to student and school level data and facilitate access to a variety of Board data tools (e.g., ESAT, HDSB School and Student Profiles)
- External research review processes within HDSB, in alignment with [TriCouncil Guidelines](#)
- Effective models of assessment including knowledge of a variety of research tools, measures, and strategies
- Collaborate with other district school boards and community affiliates. (e.g., Our Kids Network)

Knowledge of:

- Evidence-based research of teaching and learning models
- Current practices and Ministry requirements for instruction, assessment and evaluation K-12

- School effectiveness research (e.g., School Effectiveness Framework)
- Program evaluation for multiple departments (e.g., Student Services, School Programs, Equity and Inclusive Education, Safe Schools)
- Evaluation processes for monitoring and determining impact on school and system initiatives on student achievement and well-being

Skills:

- Communication (oral and written reports) to Senior Administration and HDSB stakeholders on system progress
- Development and coordination of communication plans related to research initiatives, findings and recommendations
- Facilitation of professional learning for administrators and educators focusing on data informed decision-making and collaborative inquiry using data tools
- Ability to liaise with a variety of HDSB departments around research and data needs, including focus groups with a variety of stakeholders (i.e., students, staff, parents, community)

Applications, along with your resume and other supporting documents must be submitted through Apply to Education – **www.applytoeducation.com** by **4:00pm on Friday, July 13, 2018**

Job Category: Management & Professionals

We thank all applicants for their interest in opportunities with the Halton District School Board. Contact will only be made with those who are shortlisted for an interview.

The Halton District School Board recognizes for students and staff the principles and intents contained in the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code for the Province of Ontario, believes that every person has a right

to equitable treatment with respect to the educational process, or service and employment within the Halton District School Board without discrimination because of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, same-sex partnership status, family status or disability. We will make any reasonable accommodations, based on any of the human rights protected grounds, to support candidates to participate in the hiring process. We will also provide employment accommodations (i.e. an accessible location) if we are advised of an applicant's needs in advance of any part of the selection process.

External Candidates hired to the Halton District School Board must provide a valid Criminal Background Check with vulnerable sector screening prior to beginning employment.

Note: First consideration for posted vacancies will be given to qualified applicants from the employee group in which the vacancy occurred. If no member from the employee group is qualified, consideration will be given to applicants from other employee groups who have applied for the posted vacancy within the designated timelines. MASS/OCTU - five (5) days. All applicants must submit a current resume and covering letter. Human Resources should receive this information by the closing date for the Job Posting.

Applications submitted directly to Human Resources Department will not be processed.

After clicking "Apply Now" you will be redirected to Apply to Education (an external service provider). Please ensure you register for an Apply to Education account under the correct Position / Job Category.

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