

Now Recruiting Education Board Members (2019-2020 Term)

4 Vacancies

MANDATE: The Alexis Board of Education is responsible for providing governance for Alexis Nakota Sioux Nation School and Northern Gateway Division #10.

1. The responsibilities of the Board are to:
 - a. Develop long-range plans for the educational system:
 - (i) Three year plans in consultation with the Director, principal and the community;
 - (ii) Board Expenditure Plans (budget) – outlining how the Board's resources are allocated in meeting the Board's long-range plans.
 - b. Develop policies in accordance with the Indian Act- Section and applicable sections of the Alberta School Act.

Establishing policy is the primary function of the Board. In formulating policy the Board determines “what”, “why”, and occasionally “when” things will be done. The Board delegates responsibility to the Director to implement policy through regulations.
 - c. Appoint a Director as Chief Executive Officer and delegate administrative duties to the Director.
 - d. Evaluate the performance of the Director.
 - e. Provide the financial means in accordance with federal and provincial regulations to provide the personnel, physical facilities and other resources necessary to achieve system goals.
 - f. Evaluate the effectiveness of the school system in achieving its plans and goals.
 - g. Keep the Alexis First Nation supporters informed of the purpose, value, conditions, needs and results achieved by the Alexis School System.

2. The provision of appropriate educational services and programs for each of its resident students shall receive highest priority in the Board's business operations.

3. An individual board member's responsibility shall extend beyond local and individual concerns to representation on behalf of the total system.

4. Board decisions shall be based upon all the available facts in each situation and a majority decision of the Board shall be respected.

5. Individual Board members exercise authority over system affairs only as they vote as a corporate body by taking action at a legally constituted meeting of the Board.

6. Individual trustees do not have the authority to direct the System's administration and staff, nor to make decisions regarding the Division's operations and therefore, shall conduct relationships with school staff, the local community and all media of communication on the basis of this fact.

7. In all other instances, individual Board members, including the chairperson, shall have power only when the Board, acting as a corporate body, has delegated specific responsibilities and related decision-making authority that is consistent with federal and/or provincial legislation.

BOARD ACTIVITIES:

- Monthly board meetings and standing committee meetings
- Attending School and Community events
- Board members should make themselves available to the public in an efficient, convenient and considerate manner which will command respect and confidence

QUALIFICATIONS:

- Belief in the importance of Education and commitment to the vision and mission of Alexis Board of Education
- Skill or knowledge in one or more areas of Board governance: policy, human resources, finance, advocacy, fund development, community leadership and Capital campaigns
- An understanding that the Board's responsibility as a public trust, ensuring that the Education Department is planned to meet the needs of its present and future customers

- The ability to commit approximately 10 hours per month on:
 - Board meetings - normally held at Alexis Nakota Sioux Nation School on the Last Monday of each month except for July and August. From time to time, meetings are held at various sites.

EXPECTATIONS:

- To become aware of and be fully informed on Education matters, issues and legislation
- To advocate for the Education needs while also educating the community on Education matters
- To accept responsibility for Education affairs and governance
- To develop, approve, monitor, review and evaluate strategic direction, policy and bylaws
- To review and approve both operational and capital budgets as prepared by Administration
- To develop skills through attendance at workshops, conferences and training sessions
- To monitor Board and Trustee effectiveness
- To actively participate in Board and Standing Committee meetings
- To review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the Board
- To abide by Alexis Nakota Sioux Nation Policy/Alexis Board of Education
- To preserve and maintain confidentiality
- To foster positive relations among board members, committees, staff and community.

APPLICATION PROCESS TIMELINE:

Community and Public Services Committee of Council serves as the Selection Committee for EPLB members. It is anticipated that selection processes will take place on the following dates:

- September, 30, 2019- Posting Expires
- October 15, 2019 - Applicant Shortlisting
- October 20, 2019 - Applicant Interviews
- October 23, 2019 - Appointments made by Chief & Council

To Apply:

Drop off at The Administration office and/or Alexis School, you can also apply by email: toni.letendre@alexised.ca or fax 780-967-2671

- Applicants are required to attach a current resume plus 2 letters of reference (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)
- Provide CRIM and CWIS checks.

