



*The New Brunswick Teachers' Association
invites applications for*



**STAFF OFFICER
in
PROFESSIONAL LEARNING SERVICES**

The New Brunswick Teachers' Association is a professional organization of approx. 6,500 teachers. The Association offers support and service in the areas of professional stewardship and responsibility, economic services, professional learning, and advocacy. The Association maintains a central office in Fredericton.

Responsibilities: Staff Officers provide advice, assistance, and support to individual teachers, school staffs and local branches; represent the teaching profession in numerous forums; and participate in policy and program development. The successful candidate must be able to demonstrate a commitment to excellence & professionalism, and be motivated to meet the needs of teachers and students. This staff officer will be responsible for Branch liaison, and may be assigned responsibility for a variety of tasks related to teacher issues, including ethics, curriculum, assessment, professional learning, and other duties as assigned. These highly challenging positions with the Association carry much responsibility within the education community, and require substantial travel and time beyond normal working hours, often on evenings and weekends.

Qualifications: The successful candidate will:

- possess a Bachelor of Education degree and a minimum five (5) years teaching experience;
- have a demonstrable record of leadership, team work and lifelong learning;
- possess the energy and resourcefulness to meet the demands of the position with a minimum of supervision;
- demonstrate excellence in communication, building relationships, problem-solving and dealing directly with sensitive situations;
- possess superior oral, written, and presentation skills and the ability to work collaboratively to meet deadlines;
- be knowledgeable about practices and procedures in districts and EECD; and
- understand the role and responsibilities of public-school leadership and administration.

**THIS IS A 12-MONTH TERM CONTRACT, BASED IN FREDERICTON,
FOR THE PERIOD – August 30, 2021 to August 26, 2022 (inclusive)**

Salary

Negotiable within a scale contained in the NBTA Admin Staff Agreement, that is based upon the Teachers' Collective Agreement. The NBTA Admin Staff Agreement is available on the NBTA Members' Only web site or on request.

Benefits

Annual Vacation of five (5) weeks, plus Pension, Sick Leave, Group Insurance and other benefits.

Applications

Will be received up to and including *Friday, July 23, 2021 at 4:00 pm.*

Please include a letter of application, complete resumé of professional qualifications and experience, transcripts, and the name and contact information (email & phone) of at least three (3) references, at least one of whom must have supervised the applicant within the three-year period immediately prior to the application. ***References will be checked prior to short-listing candidates.***

PREFERENCE WILL BE GIVEN TO SUITABLE CANDIDATES WHO ARE NBTA MEMBERS.

Applications (marked "confidential") must be submitted electronically to:

**Larry Jamieson, Executive Director (larry.jamieson@nbta.ca)
New Brunswick Teachers' Association,
650 Montgomery Street, P.O. Box 752,
Fredericton, NB E3B 5R6**