

Executive Director

CONTINUING EXCLUDED POSITION COMMENCING MARCH 2023
COMPETITION #23-04



DUTIES AND RESPONSIBILITIES

Holland College seeks a dynamic and entrepreneurial leader for the position of Executive Director of the Atlantic Police Academy. Reporting to the Vice President of Academic and Applied Research or designate, the Executive Director is a member of the senior management team and is responsible to:

- Deliver innovative, transformational leadership and an operational structure that features cost efficiency, accountability, and excellence-driven outcomes.
- Provide strategic direction that is progressive and aligned with future needs and emerging trends to advance excellence in training, broaden existing and future partnerships, and strengthen the Academy's professional contribution in the regional, national, and international policing and public safety arenas.
- Possess versatile and diplomatic interpersonal skills to effectively navigate and manage diverse and complex issues and relationships.
- Inspire and model leadership that is committed to employee engagement and a culture of inclusiveness.

This position provides the ideal candidate the opportunity to work in a beautiful and unique educational destination. Founded in 1969, Holland College offers diverse experiences for local and international students. The Atlantic Police Academy, located in Slemmon Park, PEI, provides future and current law enforcement and public safety personnel with high-quality, practical, professional, and specialized training. Our state-of-the-art facilities feature advanced learning materials and technology; this ensures timely, relevant training to meet the highest professional standards, and reflects the constantly changing demands of the policing and public safety response professions.

Equal opportunity will be given to applicants of diverse backgrounds, Holland College welcomes applications from individuals with marginalized identities and accommodations are available on request for candidates taking part in all aspects of the selection process. In accordance with Canadian immigration requirements, all qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

WHY WORK FOR US?

Staff is recognized as being integral to the success of Holland College, our learners, and our community. We are dedicated to staff success, both personally and professionally.

HOW TO APPLY

Please submit your resume, cover letter, and three professional references by email, quoting competition number 23-04

Human Resources

Montgomery Hall
305 Kent Street,
Charlottetown, Prince Edward
Island C1A 4Z1
t: 902.629.4226
f: 902.566.9608
careers@hollandcollege.com

Only those selected for an interview will be contacted.

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QUALIFICATIONS

The successful candidate will have:

- Successfully completed a Senior Police Administration or Police College Executive Development course, or the equivalent as stated under the PEI Police Act Regulations (Section 1(b); Section 7) and 10+ years of law enforcement experience; and a graduate of a recognized Canadian Police Training Cadet program.
- A degree in a relevant discipline coupled with extensive training and experience in leadership management.
- Proven entrepreneurial and transformative leadership skills and can anticipate as well as identify opportunities for growth in program offerings and customized training services.
- Established a network of professional contacts through participation on regional and national committees, policing initiatives, and projects.
- Demonstrated ability to develop, interpret and apply College, government, agency, and departmental policies, procedures, and guidelines.
- Exercised effective business and human resources management principles, theories, and practices.
- Excellent analytical and creative problem-solving skills and sound judgement to make effective, discretionary decisions in high pressure environments as well as manage complex issues and relationships.
- Demonstrated flexibility and can effectively strategize and act on changing priorities with minimal notice.
- Exceptional interpersonal and public relations skills, including written/oral communications.
- Inspired and modeled leadership, collaboration, and sustained unification, both internally and externally.
- Experience with adult learning processes, instructional design techniques, instruction, and evaluation methodologies, as well as online and alternative delivery methods which utilize innovative and emerging technologies would be an asset.
- Proficiency in both official languages would be an asset.
- Additional Post-Secondary Education (e.g. Business, Education, Human Resources, Information Technology, etc.) would be an asset.

MORE DETAILS

SALARY:

\$60.85 to \$74.70 per hour;
37.5 hrs/week

Salary commensurate with experience and qualifications.

We offer competitive salaries and excellent benefits.

DEADLINE:

Applications will be accepted until

February 5, 2023

EMPLOYMENT REQUIREMENTS

Proof of credentials or equivalencies from accredited regional or federal post-secondary institutions and/or their foreign equivalents will be required at the time of job offer.