



## MANAGER, RIDGE MEADOWS COLLEGE

### (CONTINUING)

The Maple Ridge - Pitt Meadows School District (SD42) has an opening for a Manager, Ridge Meadows College (RMC), effective immediately. Reporting to the Principal, Riverside Centre, the Manager, RMC has overall leadership responsibility for the management of the college administration and educational programs offered by RMC. The Manager, RMC's role is entrepreneurial and core responsibilities include the development, marketing, and review of programs that align with local labour market demands, meeting forecasted projections of student enrolment, and operating the college as a business.

#### The applicant will possess:

- Bachelor's Degree including post secondary education in business administration.
- Minimum 5 years of experience in a management position with demonstrated abilities in the areas of sales, marketing, business management, and employee relations in a unionized environment.
- Previous experience in program planning for post secondary adult education programs is required. Recent related experience within an adult or community education, post secondary education or school district environment is preferable.
- Thorough knowledge of and demonstrated experience with managing a diverse team of professional staff including coaching and mentoring skills, performance and attendance management techniques, and corrective discipline and grievance management processes.
- Must hold a valid B.C. Driver's License and be prepared to use personal vehicle for RMC business.
- Full details and requirements as outlined in the job description - [Full Job Description, please click here.](#)

This is a full-time permanent position inclusive of a comprehensive benefits package.

To apply, please forward your cover letter, resume and supporting documentation to [applicants@sd42.ca](mailto:applicants@sd42.ca).

This posting will remain open until June 29, 2021.

For more information about our School District please visit: <http://www.sd42.ca/our-district/>

The district appreciates the interest of all applicants, however, only those selected for an interview will be contacted.

*Our staff members are the foundation of our system. When you join our school district, you become part of a talented community of educators and support staff dedicated to enriching the lives of all students and helping them achieve success.*