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Vice President of Education

Posted by: Visionary Holdings Inc.

Posting date: 06-Sep-2024 **Closing date:** 05-Mar-2025

Education: Bachelor's Degree

Language: English

Job location: North York

Salary: \$95000 - 10500 Per Year

Years of Experience: 5 years

Vacancy: 1

Job Type: Full Time

Job id: CAJ3513076

Job description:

Location: 105 Moatfield Drive, Unit 1003, North York, Ontario, M3B 0A4

Position Description:

Under the direction of the President, the Vice President of Education is the senior academic officer for groups of education responsible for providing innovative leadership, while managing the on ground and online academic oversight of all schools' academic programs, including accreditation, program review, budget assessment of student learning, enrolment, fiscal accountability & program, and curriculum development.

Job Duties:

1. Strategic Leadership:
 - Develop and implement a comprehensive education strategy that aligns with the organization's goals.
 - Drive innovation in educational practices, curriculum design, and program delivery.
 - Lead the development and execution of new educational programs and initiatives.

- Academic Quality Assurance:
 - Oversee the development and implementation of academic policies, procedures, and standards.
 - Ensure compliance with accreditation requirements and other regulatory standards.
 - Monitor and evaluate the effectiveness of educational programs through assessments and feedback.
- Curriculum and Program Development:
 - Lead curriculum development efforts to ensure relevance, rigor, and innovation.
 - Foster partnerships with industry and other educational institutions to enhance program offerings.
 - Ensure that programs are designed to meet the needs of diverse student populations.
- Student Engagement and Success:
 - Develop strategies to enhance student engagement, retention, and success.
 - Oversee the development of student support services, including advising, tutoring, and career services.
 - Collaborate with faculty and staff to create a positive and inclusive learning environment.
- Faculty and Staff Leadership:
 - Provide leadership and support to academic deans, department heads, and faculty.
 - Foster a culture of collaboration, continuous improvement, and professional development.
 - Oversee the recruitment, retention, and evaluation of faculty and academic staff.
- Budget and Resource Management:
 - Develop and manage the education department's budget, ensuring alignment with strategic goals.
 - Optimize resource allocation to support educational programs and initiatives.
 - Seek out funding opportunities, including grants and partnerships, to support educational projects.
- Stakeholder Engagement:
 - Represent the organization in educational forums, conferences, and external partnerships.
 - Build and maintain relationships with key stakeholders, including students, faculty, alumni, and industry partners.
 - Act as a spokesperson for the organization on educational matters.

Job Qualifications

- A bachelor's degree preferably in Business Administration, Public Administration or Education.
- A minimum of 5 years of related work experience, 3 of which shall have been as an administrator of an education program.

- Demonstrated professionalism, strong interpersonal skills including the ability to communicate effectively, verbally and in writing.
- Fluent in spoken and written in English.
- A collaborative work style and strong time management skills.
- Knowledge of strategic planning and implementation.
- Skill in identifying problems, analyzing data and making recommendations.
- Willing to travel frequently and internationally.

Work hours

- 35 hours per week.

Salary and Benefits

- \$95,000 - 105,000 per year
- Paid personal days
- Annual bonus based on performance
- Learning and training paid by employer

- Free parking available

Vacation

- Three (3) weeks