

## REGULATIONS

<b>SUBJECT:        Recruiting and Hiring of the Associate Director and Superintendents</b>
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1. The Director of Education will recruit and hire the Associate Director and Superintendents.
2. The Director of Education will determine if the position will be open to internal applicants only or internal and external applicants.
3. The position may be advertised provincially, as well as throughout the Lambton Kent District School Board.
4. The Director of Education shall appoint a Selection Committee to conduct the interviews.
5. All interviews will be conducted in a fair and consistent manner and will be aligned with best hiring practices and the Ontario Human Rights Code.
6. At the conclusion of all of the interviews, the Director shall facilitate a discussion to arrive at a consensus regarding the selection of the Associate Director or Superintendent. The final decision rests with the Director of Education.
7. The Director of Education will offer the position to the selected candidate with the understanding that the position will be confirmed when the Ministry of Education confirms the candidate's eligibility for the position.
8. A personal services contract shall be negotiated by the Director of Education with the successful candidate based on parameters established by the Board. Legal input may be obtained if necessary. Once the contract is agreed upon the Director will bring a report to Board notifying the Board of the successful candidate and portfolio.

Implementation Date: April 10, 2012

Revised:                    November 10, 2015, March 28, 2023

Reference:                LKDSB Policy  
Ontario Regulation 309, *Supervisory Officers*  
Ontario Regulation 177 *Student Achievement and School Board Governance Act, 2009.*