



**Learning Lead**  
**Full-time - Permanent**  
**Specialized Programs and Services to Support the Development of Young Children**

Providence is an Alberta Education approved ECS program with a long-established history of providing therapeutic and educational services to children across 7 schools in Calgary. Our programs are designed to support young children who may not be meeting typical developmental milestones. Providence provides the opportunity to enhance the health and development of children and their families. Our educational programs are funded by Alberta Education (PUF).

We are currently seeking a dynamic individual to join Providence as a full-time **Learning Lead**. This position will start in Aug 2026. The hours of work are 8 AM – 4 PM (Monday to Friday).

**To be considered you must have a Valid Alberta Teacher Certificate and possess a Master's Degree in Educational Leadership.** It is a condition of employment at Providence that all employees are vaccinated against COVID-19.

**Position Summary:**

Working under the direction of the Vice President and as a member of the Providence Learning Lead Team, this position supervises early learning programming for children (EL, pre-K, K) and their families. With the management team, the learning lead will plan, direct, and support the implementation of the educational programs. The candidate will provide instructional leadership and mentorship to teachers, therapists, and TA's. The Learning Lead will perform all functions of a teacher as per Teaching Quality Standards for training, mentorship, support and coverage as required.

**We Offer:**

- Comparable salary with other local School Boards and is based on relevant education and years of relevant work experience
- Paid winter break on top of your accrued vacation time.
- Comprehensive benefits package including health, dental, health spending account and RRSP match with paid sick and wellness days to support your work-life balance.
- Opportunities for professional growth with continuous training, career advancement, and allowances for learning.
- Fantastic opportunity to work alongside a dynamic, integrated team of Speech-Language Pathologists, Occupational Therapists, Physiotherapists, and Psychologists across 7 schools in Calgary
- Small classroom sizes with a diverse student population with float staff to ensure smooth classroom operations

**The ideal candidate:**

- Possess broad background and extensive knowledge of best practices, methods and strategies for working with and teaching children with complex needs
- Be solutions and results oriented under pressure, with creative and innovative problem-solving skills to overcome operational issues, by identifying and mobilizing internal/external resources.
- Develop and maintain positive working relationships with the teaching team, parents/guardians and support team. Demonstrating empathy and understanding when working with the children's families.
- Be adaptable. Children are busy and active – so you are too. Adaptability is important because every day will be different and the candidate will have to navigate their way through rapidly changing

**Responsibilities Include:**

- Promote positive, collaborative teamwork across centres, including within individual classrooms and interdisciplinary teams.
- Work in consultation and cooperation with managers, site coordinators, administration and the leadership team.
- Support classrooms by being actively present, ensuring smooth operations, and providing in-class coaching and guidance to teachers
- Ensure that professional growth opportunities are provided and encouraged
- Ensure updated materials and equipment is available as required.
- Serves as a resource for parents regarding questions or programming concerns.
- Work with the site-coordinator and intake manager to tour and intake new children
- Engage and establish professional, positive relationships with families.
- Work with parents to resolve issues and/or disputes.
- Identify, develop and utilize Providence and community resources to facilitate the development of parents, staff and children.
- Attend and participate in planning and training sessions across the organization
- Provide classroom instruction and assume full teaching responsibilities as required, including covering classrooms during staff absences or operational needs.

**Supervision**

- Oversee the workflow of direct reports to ensure efficient and effective operations
- Provide ongoing performance feedback and lead the annual evaluation process Mentor, coach, and support the development of new and existing staff
- Set employee and team goals, monitor and ensure accountability for their job performance
- Conflict management and resolution, work with the employees to resolve disputes

**Qualifications:**

- Must hold a Bachelors in Education as well as a Master's Degree in Leadership or equivalent.
- Valid Alberta Interim/Permanent Teacher Certificate.
- Experience working as a Teacher with children that display challenging behaviour or have disabilities, with extensive knowledge of child development.
- Experience in a leadership position. This could include volunteer leadership position, and/or with experience in direct supervision of staff.
- Demonstrate strong organizational, interpersonal and communication skills.
- Valid First Aid and CPR Certificate.
- Valid Class 5 driver's license (willing to work towards Class 4) and \$2,000,000 liability insurance
- Must have own vehicle and willing to travel within Calgary.

Personal suitability NOTE: This position requires lifting and carrying demands that require the ability to bend at the waist, stoop, and twist frequently, the ability to lift up to 50 lbs, the ability to carry, push and pull up to 50 lbs, and the ability to stand, walk and sit frequently.

Please submit your resume via email to the Human Resources Team at: [hr@providencechildren.com](mailto:hr@providencechildren.com)

*Providence is committed to fostering an equitable, diverse, and inclusive workplace. We welcome applications from all qualified candidates which includes but not limited to; visible minorities, Indigenous peoples, persons with disabilities and persons of any sexual orientation or gender identity.*

***Providence acknowledges that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 6, 7, and 8 and the Six Regions of the Métis Nation of Alberta. We acknowledge the many First Nations, Métis and Inuit who have lived in and cared for these lands for generations. We make this acknowledgement as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.***