

### Administrator Profile – Milliken Mills High School – TO BE UPDATED November 2021

The Administrative Team at **Milliken Mills High School** requires a broad range of professional knowledge, skills, attitudes, and personal attributes. The School Council has provided input for this Administrator Profile. We recognize that no single individual may have all of the following characteristics. Therefore, we recommend that the school’s Administrative Team be considered for their collective assets.

<b>Setting Direction</b>	<b>Building Relationships</b>	<b>Developing the Organization</b>	<b>Leading the Instructional Program</b>	<b>Securing Accountability</b>
<p>Is willing to accept input from a wide range of sources</p> <p>Demonstrates an ability to manage change effectively</p> <p>Demonstrates creativity in problem-solving</p> <p>Is able to communicate clearly and effectively with the school community</p> <p>Models YRDSB’s Mission and Vision, character education, and commitment to equity and inclusivity</p>	<p>Is able to promote the positive reputation of the school and opportunities available at the school in the local/school community</p> <p>Is able to maintain a positive and respectful teaching and learning climate</p> <p>Is able to develop trust with members of the school community</p> <p>Is able to garner parent and community involvement through parent and student programs</p> <p>Has an open-door policy</p>	<p>Champions mental health initiatives across the school</p> <p>Is knowledgeable about Board procedures and resources</p> <p>Is able to set expectations and standards for students and staff</p> <p>Is willing to work to improve the well-being of staff and students</p> <p>Is able to involve the school in the community and the community in the school through selected initiatives</p> <p>Can work with all stakeholders to maintain and promote a vibrant school culture in and beyond the classroom</p> <p>Demonstrates resilience, optimism and proactivity</p>	<p>Has a complete understanding of the various programs available at the school</p> <p>Can review teachers’ awareness of programs and resources available to students</p> <p>Has solid knowledge and understanding of the Ontario Curriculum</p> <p>Demonstrates an ability to lead staff in developing the instructional program</p> <p>Can model and promote the principles and practices of effective teaching and learning</p> <p>Is familiar with and knowledgeable about the IB program and mission</p>	<p>Is able to manage school resources effectively</p> <p>Is able to use data to monitor the school’s effectiveness and improve the school program</p> <p>Advocates for the needs of all students</p> <p>Is willing to learn in order to improve self and school</p>