



Policy No. 309

RECRUITMENT AND SELECTION OF PERSONNEL

POLICY STATEMENT

The Board of Education for School District 87 (Stikine) recognizes that exceptional district and school leadership is fundamental to fostering student success, supporting staff, and ensuring operational excellence.

REGULATION

1. Executive Recruitment and Selection

- a. The Board retains sole authority for the recruitment and selection of the Superintendent, as well as any individual designated to act in the capacity of the Superintendent for a period exceeding 180 calendar days.
- b. To ensure continuity of district leadership, the Superintendent shall designate qualified staff members to fulfill the duties of the Superintendent during short-term or prolonged absences and shall formally advise the Board of this delegation.

2. Delegated Authority

- a. The Board delegates authority to the Superintendent to recruit and select personnel for all other positions within the school district.
- b. All such recruitment and selection actions must comply with relevant legislation, approved budget allocations, individual employment contracts, and applicable collective agreements.

3. Employment Requirements and Conditions

- a. All offers of employment are conditional upon the applicant successfully completing a criminal record check through the *BC Criminal Records Review Program* (Ministry of Public Safety and Solicitor General) that is deemed acceptable by the Superintendent.
- b. A current written role description will be maintained for all non-unionized positions.
- c. Individuals appointed to non-unionized positions shall execute a written contract of employment utilizing Board-approved contract templates.
- d. Executive and exempt staff compensation shall be determined in accordance with the *Public Sector Employers' Council (PSEC)* and the *British Columbia Public School Employers' Association (BCPSEA)* compensation frameworks and guidelines.

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