


Background

The Chief Deputy Superintendent is responsible to the Superintendent and is deemed to be the first line officer reporting to the Superintendent. It is intended that the Chief Deputy Superintendent will be sufficiently informed with respect to all aspects of the school system to be able to assume the functions of the Superintendent in his absence.

Procedures

1. The appointment of a Chief Deputy Superintendent will be in accordance with [Board Policy 16 - Recruitment and Selection of Personnel](#).
2. The individual appointed is responsible to the Superintendent.
3. Specific duties of the position shall be outlined in a job description developed for that position and shall include modeling involvement in a faith community and ensuring that students and staff are provided with opportunities for spiritual development within the Division.
4. The Chief Deputy Superintendent will be responsible for the operation of the Division in the absence of the Superintendent.

Reference: Section 51, 52, 204, 222 Education Act	Approved: 
	Date Approved: February 2008
	Reviewed or Revised: June 2008 June 2023

Note: References shall be updated as required and do not require additional approval