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**General Manager – Student Transportation of Peel Region (STOPR)**

***This is a uniquely rewarding and exciting role for a student transportation leader who’s ready to oversee the smooth operation of STOPR – a transportation consortium functioning on behalf of Peel District School Board (PDSB) and Dufferin-Peel Catholic District School Board (DPCDSB).***

Reporting to the Controller of Corporate Support Services of the Peel District School Board (PDSB), and the Superintendent of Planning and Operations of the Dufferin-Peel Catholic District School Board (DPCDSB), you will have overall responsibility for the operation of the **Student Transportation of Peel Region (STOPR)** transportation consortium, which functions on behalf of both school boards. Such duties would include all operator contract issues, budget matters, negotiations with operators, policy/regulation matters, staffing concerns, transportation issues (service levels and parent requests), safety issues and fiscal matters for STOPR.

STOPR’s key goal is to ensure the optimum delivery of a safe, effective and efficient student transportation system for 65,000 students covering 14 school zones. As **General Manager,** you will play a key role in meeting this goal by managing 22 transportation staff from both the PDSB and the DPCDSB while overseeing the daily operations for approximately 1,400 school bus routes covering 400 schools. You will also regularly monitor, as well as develop, short- and long-range strategic plans for customer service, contract compliance, GPS functionality, key performance indicators and route effectiveness.

**JOB DUTIES/RESPONSIBILITIES**

Your responsibilities as General Manager of STOPR will include:

* Overseeing the overall operation of the STOPR transportation consortium, including service levels, negotiations and contract issues.
* Directing operational plans for the student transportation system, including the development and maintenance of standardized operating procedures and protocols.
* Ensuring that any transportation policy and regulation matters are followed and regularly updated.
* Overseeing overall operations of the school bus divisions, including ensuring compliance with procedures and service level expectations.
* Handling departmental staffing, including hiring, training, performance management, and evaluating workload for distribution.
* Proposing any departmental changes as part of regular reviews of STOPR operations with a view towards improving efficiency and effectiveness, preparing reports and business plans, and implementing recommendations.
* Attending Board meetings and committee meetings while liaising with trustees, senior administration, principals, parents, municipalities, Peel Regional Police, and school bus operators.
* Managing communication plans and strategies to provide centralized direction and improve communication within the consortium through the effective use of correspondence, transportation software, website development, and delivery of workshops and training sessions.
* Making recommendations for inclement weather cancellations to senior management staff at the PDSB and the DPCDSB.
* The primary lead on the Administrative Team and a primary resource to the Governance Committee to ensure the consortium operates in a fiscally prudent manner in adherence to Board-approved budgets.
* Reviewing complaints, conducting field studies to gather information, addressing and resolving concerns, and advising on appeals submitted to the Administrative Team for resolution.
* Overseeing team meetings with a focus on excellent customer service while providing ongoing communication related to changes in procedures and protocols, route planning and efficiencies, database management, software issues, and process improvement initiatives.

**EXPERIENCE AND QUALIFICATIONS:**

* Post-secondary education in a related business/technical discipline, or an equivalent combination of experience and education in a related field.
* Extensive experience in planning and implementing a student transportation system.
* A minimum of 10 years of experience in transportation, and a minimum of 5 years’ management experience in student transportation.
* Excellent communication skills, both written and verbal, including report-writing and presentation skills.

**Salary range:** $146,319 - $153,798 per annum

To apply for the position of General Manager – STOPR, please complete an online application **through** [Apply To Education](https://network.applytoeducation.com/Applicant/AttJobPosting.aspx?JOB_POSTING_ID=dc5734bd-2f05-4f18-a708-32fcad9d0693). Your completed application package on Apply to Education must include your cover letter, resume and supporting educational credentials. **Applications must be received no later than 4:30 p.m., Thursday, November 17, 2022.**

**Commitment to Equity, Anti-Oppression and Anti-Racism**

The Peel District School Board and the Dufferin-Peel Catholic District School Board are committed to equity in employment. We are committed to equitable hiring practices that allow us to hire qualified staff who reflect the full diversity of the Region of Peel. We will make any reasonable accommodation, based on any of the human rights protected grounds, to support candidates to participate in the hiring process.

When contacted, candidates will be provided with an overview of the various elements of the selection process, such as tests and skill demonstrations. We will provide employment accommodation (i.e. an accessible location, rescheduling of interviews that fall on religious holy days) if we are advised of an applicant's needs in advance of any part of the selection process.

We are also committed to inclusion, anti-oppression and anti-racist practices while also supporting the continuous growth and development of an equitable and empowered education system at the PDSB and the DPCDSB.

**Criminal Background Check**

Successful candidates must provide a satisfactory Criminal Background Check prior to commencing employment. Please review the requirements for the [Criminal Background Check](https://www.peelschools.org/criminal-background-check).

**Recruitment Process**

We appreciate the interest of all applicants, but will only be contacting candidates whose skills, experience and qualifications best meet the requirements of the position. When contacted, candidates will be provided with an overview of the various elements of the selection process; such as, test and skill demonstrations. All communication to applicants regarding this job posting, including an invitation to complete skills assessments and/or a job interview if applicable, will be made through email. Candidates are encouraged to regularly check their email as listed on their applytoeducation.com account.

**Discover why you should consider a**[career](https://www.peelschools.org/about/careers/Pages/default.aspx)**with us!**