

Title:	K-12 School Principal
Classification:	Administrative
Reports To:	District Superintendent
Work Year	210 Days/Year
Salary	\$90,000 - \$100,000

Job Purpose Statement/s – Educational Leader

The principal is the instructional leader of our comprehensive K-12 school, responsible for establishing an instructional vision and a focused plan for improving student achievement; monitoring and supervising instruction; evaluating and supporting teachers in improving their instructional practice; creating a community of continuous learning for all staff and students; student discipline; and fostering a culture of high expectations for all students. The principal shall also ensure all school activities are within budgetary guidelines. Inherent in the position are the responsibilities for scheduling, curriculum and assessment development, extracurricular activities, personnel management, emergency procedures, and facility operations.

Job Qualifications & Experience:

- MA/MS or Doctorate Degree in either Education or Administration (*prefer a focus on curriculum and instruction*).
- Administrative experience at the building level is required (*at a minimum; an intensive internship or practicum experience*.)
- Successful classroom teaching experience at either the elementary or secondary level required. More than one level preferred.
- Knowledge of age-appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.

Licenses, Certifications, Bonding, and/or Testing Required:

- Valid Oregon Administrative Licensure from the Teacher Standards and Practices Commission in the State of Oregon.
- Must hold a current recognized first aid card or be willing to obtain same if directed by the district under ORS 342.664 (2).
- Criminal Justice Fingerprint Clearance
- Valid Driver's License and evidence of insurability
- Successfully pass district background screening

Skills, Knowledge and/or Abilities Required:

- Skills to appropriately manage personnel, programs and fiscal resources.
- Skills to communicate effectively, both in verbal and written form to all levels of the school community
- Knowledge of K-12 curriculum and instruction strategies based on best practices.
- Knowledge of research on effective teaching strategies particularly with English Language Learners and special needs learners
- Knowledge of State and Federal Education Law, District Policies, Collective Bargaining Agreement, types of assessment and how to effectively use assessment data for school improvement and staff development.
- Ability to provide direction to others and make independent judgments, keep and maintain accurate records, meet deadlines, communicate with individuals of varied cultural and educational backgrounds, communicate in oral and written form.

Application Procedures

- [Recruit and Hire](#)
- [District Web Site](#)
- Application Questions: Contact Michelle Geer – Superintendent
- Phone: (541) 384-2441 mgeer@condon.k12.or.us