

VALE SCHOOL DISTRICT

JOB TITLE: Vale High School Principal

JOB SUMMARY: Under direction of the superintendent, the principal has the primary authority and responsibility for the overall operation and maintenance of Vale High School.

JOB QUALIFICATIONS:

1. At least three years of teaching experience;
2. Possession of a valid Oregon Administrator license;
3. Possession of excellent language, communication, organization, teamwork, and decision-making skills;
4. Ability to apply sound educational theory to practice;
5. Ability to withstand the physical and mental stress of the position; and
6. Possession of a current first aid card.

REPORTS TO/EVALUATED BY: Superintendent

ESSENTIAL JOB FUNCTIONS:

1. Collaboratively develop, articulate, and implement a shared vision of learning, with involvement from students, staff, and stakeholders;
2. Communicate a shared vision that all students can learn and holds staff accountable for rigorous instruction for all students;
3. Promote the success of every student by cultivating and sustaining a positive school culture and a safe, efficient, and effective learning environment;
4. Facilitate and implement a school wide behavior/discipline plan where behavior expectations are clear, supported and followed by staff, students, and parents;
5. Engage in monitoring and evaluating the use of research-based best practices, curriculum materials, and formative/summative assessment data for the purpose of promoting continuous growth as a means of raising student achievement;
6. Identify and utilize the strengths of the teaching staff, including support professionals;
7. Demonstrate investment in a continuous improvement process by addressing and identifying factors leading to the under-performance and/or success of students;
8. Implement a sustainable, comprehensive, rigorous and coherent curricular program aligned to district and state standards;
9. Demonstrate a strong understanding of the use of data and uses district tools to monitor and share student progress with students, staff, and stakeholders;
10. Model integrity and fairness and hold him/herself and the others to the professional and ethical competencies outlined for Oregon educators and administrators;
11. Understand and follow district protocols and procedures;
12. Manage the budget for the building according to district budget procedures and initiatives;
13. Ensure that the campus is in compliance with district, state, and federal requirements;
14. Maintain good communication with students, staff, parents, and the community;
15. Promote meaningful participation in the instructional processes by staff, students, parents, and the community;

16. Understand and respond to the political, social, economic, legal, community, and cultural factors that impact the school;
17. Encourage multiple points of view, recognize thoughtful disagreement, and use multiple opinions to inform solutions;
18. Facilitate and ensure appropriate supervision during the school day and during athletic/extra-curricular activities;
19. Fulfill other duties and assignments, as designated by the Superintendent; and
20. Maintain and enforce high school graduation requirements.

SALARY: Salary and benefits negotiated based on experience and qualifications.

CONTRACT LENGTH: 218 Days

Signed: _____ Date: _____