

NORTH LAKE SD 14

Assistant Principal / Athletic Director (2022-23 Assistant Principal and Athletic Director)

JOB POSTING

Job Details

Posting ID

2022-23 Assistant Principal and Athletic Director

Title

Assistant Principal / Athletic Director

Description

Organization:

North Lake School District 14 / North Lake School
0.70 FTE Assistant Principal/ 0.30 FTE Athletic Director
K-12 School, 245 students

Position will be open until filled.

Screening of applications will begin May 15, 2022.

North Lake School District is actively seeking exceptional candidates for the position of Assistant Principal/Athletic & Activities Director.

The successful candidate will assist the principal and Superintendent to create:

A welcoming school that invites staff, student, family and community involvement.

A positive and cohesive climate that is built on relationships, open and responsive communication and a clear vision for the school.

Successful Candidates will:

Manage positive behavior interventions and supports systems for K-12 students.

Firmly believe that all individuals can learn and improve - creating a growth-mindset culture in classrooms throughout the building.

Communicate effectively and professionally, verbally and in writing, with staff, families, colleagues, students and the community.

Facilitate use of data to inform instructional and intervention decisions.

Connect well with students, staff, families and the school community.

Able to supervise athletic events, dances and concerts, while being able to work extensive hours as after-hours work is routine and expected during the school year.

Recognize students' different needs, abilities and interests and be flexible to adjust instruction and supports to meet those needs, abilities and interests.

Lead and support special programs that are effectively and positively integrated into general education and the school community.

Strive to support and maintain a strong professional learning community that encourages academic excellence for all students.

Maintain a high standard of ethics in all professional relationships, actions and decisions.

Possess skills and abilities to effectively coach and evaluate assigned staff.

Able to organize work, set priorities, meet deadlines and follow up on assignments with a minimum of direction and under stressful circumstance.

Maintain collaborative and collegial relationships based in positive regard with staff, administrators and district staff (be a team player).

Other duties as assigned by the Superintendent.

The most competitive candidates will also have:

A record of increasingly responsible education positions.

A passion for serving students and families.

A sense of humor.

Knowledge of Oregon diploma requirements and school accountability measures.

Strong organizational skills.

Demonstrated ability to show compassion for others while pushing for continuous improvement.

Qualifications:

Master Degree in Education with a preferred emphasis in administration.

Minimum 5 years teaching experience.

Holds or is working towards an Oregon TSPC Administrators license.

Experience leading and managing change that results in increased student achievement and community engagement.

Knowledge of effective inclusionary practices for students with special needs.

Ability to work in a positive manner with K-12 students, staff, parents, and others.

Demonstrated experience as an exceptional classroom teacher.
 Understanding of all Oregon State Athletic Association Rules and Regulations and how to apply them.

Experience preparing and administering budgets, preferably for athletic programs.
 Experience organizing and scheduling interscholastic athletic events including officials, supervision, transportation, and general operation of facilities.
 Successful school and athletic leadership experience.

Required Application Materials:

Cover Letter.

Completed Application & Resume.

A minimum of three letters of recommendation with at least one from the most recent direct supervisor.

Statement identifying your core beliefs about how athletic programs and teaching and learning intersect to educate the whole child and create the ideal athletic program.

Salary and Benefits:

- Annual Salary: \$60,000-\$85,000/yr. depending upon prior experience, education and qualifications.
- Benefit package includes family medical, dental, vision, professional dues.
- Four-day school week.
- 195-day contract.
- District paid PERS.

| | | | |
|---|-------------------------------|---------------------------------|-----------------------------------|
| <i>Shift Type</i> | Full Time | <i>Salary Range</i> | \$60,000.00 to \$85,000.00 |
| <i>Salary Code</i> | Annual | <i>Job Category</i> | Administrator |
| <i>External Job Application</i> | OR Teacher Application | <i>Internal Job Application</i> | |
| <i>Location</i> | NORTH LAKE SCHOOL | <i>Posting Status</i> | Active |
| <i>Minimum Qualifications Screening</i> | | | |

Job Application Timeframes

| | | | |
|----------------------------|-------------------|---------------------------|-------------------|
| <i>Internal Start Date</i> | 03/31/2022 | <i>General Start Date</i> | 04/25/2022 |
| <i>Internal End Date</i> | 07/20/2022 | <i>General End Date</i> | 06/15/2022 |

Job Pools

| <i>Pool Name</i> | <i>Quantity</i> | <i>Requisition ID</i> | <i>Requisition Title</i> |
|------------------|-----------------|-----------------------|--------------------------|
| Default | 1 | | |

Alternate Job Contact

| | |
|-----------------|--------------|
| <i>Name</i> | <i>Title</i> |
| <i>Location</i> | <i>Phone</i> |
| <i>Email</i> | |

References

| | | |
|---|-----------|-----------------------------|
| <i>Automatically Send Reference Check</i> | No | <i>Reference Check Form</i> |
|---|-----------|-----------------------------|