



Jennifer E. Gill, Superintendent

NOTICE OF VACANCY

May 23, 2018

TITLE of VACANCY: Elementary Principal

LOCATION: Feitshans Elementary School

CONTRACT PERIOD: 200 Days

REQUIREMENTS/QUALIFICATION

1. Master's degree in Educational Administration or related field
2. Valid Illinois Professional Educator's License with a General Administrative or Principal endorsement
3. Six years of successful teaching experience preferred
4. A strong undergraduate and graduate scholastic record preferred
5. In-depth knowledge of current curriculum, instructional trends, school improvement process and data-driven action planning, personal and integrated uses of technology, change management, and student assessment systems
6. Will plan to complete or have already completed the required modules to be able to evaluate teachers under PERA- IL Senate Bill 7
7. Administrative experience required
8. Must reside in the Springfield Public Schools district

RESPONSIBILITIES:

Possess Leadership Competencies including:

1. Facilitate a shared decision-making model that includes students, parents, staff, and other stakeholders in developing and operating the school's strategic mission that is aligned with the mission of the system
2. Implement assigned responsibilities, with an emphasis on the instructional leadership, in a manner that best meets the requirements of the school, its staff and students, and within District guidelines
3. Select, orient, assign, supervise and evaluate staff in a timely manner in order to attain the objectives of the educational program and follow district and State requirements
4. Plan and provide for an environment which supports the educational program and maintains the social, emotional and physical health and safety of all students
5. Continue personal and professional growth and apply acquired skills
6. Strive to establish and maintain a school community climate and culture, conducive to an exchange of ideas, information and services. This includes the shared responsibility for motivating and influencing inside and outside the organization by communicating vision, sharing data, and measuring and reporting progress frequently and continually communicating relentlessly with students, staff and families
7. Utilize District and community services to assist staff and/or students in the development of their individual potential
8. Use leadership and management practices that promote the efficient operation of the school
9. Provide leadership to inform the practice of the instructional leadership and other building teams and to implement a school improvement plan based on data
10. Perform other duties as assigned

FILING DATE DEADLINE: June 1, 2018 4:00 PM

EFFECTIVE DATE: First contractual day of 2018-2019 District 186 200-day calendar

SALARY: In accordance with the current SPA negotiated agreement.

BENEFITS: Personal and Sick Leave – Medical Insurance – Life Insurance – Illinois Teachers' Retirement System

Please refer all communication to: Gina McLaughlin-Schurman
Director of Human Resources
1900 W Monroe St.
Springfield, IL 62704
217-525-3006

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