NOTICE OF VACANCY
March 27, 2025

TITLE OF VACANCY: High School Assistant Principal
LOCATION: Lanphier High School
CONTRACT PERIOD: 218 Days

REQUIREMENTS/QUALIFICATIONS:
1. Master's Degree in Education Administration
2. Valid Illinois Professional Educator's License with a General Administrative or Principalship endorsement
3. Standard Illinois Teaching Certificate and Administrative experience required
4. Must reside in the Springfield Public Schools district
5. Knowledge of current curriculum, instructional trends, school improvement process, technology use, student assessment systems

RESPONSIBILITIES:
1. Assist with supervising and evaluating personnel
2. Assist with the supervision of students and maintaining discipline
3. Assist with developing a good school climate
4. Assist in student attendance matters
5. Supervise school extra curricular activities
6. Responsible for building inventory
7. Assist with the supervision of buildings and grounds
8. Responsible for student scheduling
9. Facilitate communication with students, families and staff
10. Perform other duties as assigned

APPLICATION DEADLINE:
April 7, 2025 @ 4:00 PM

EFFECTIVE DATE:
First contractual day of the 2025-2026
District 186   218-day calendar

SALARY and BENEFITS: In accordance with current SPAA negotiated agreement
Personal and Sick Leave – Medical Insurance – Life Insurance –
Illinois Teachers' Retirement System; salary range $110,791 - $145,766
(the SPAA Salary is currently being reviewed for the 2025-2026 school year)

HOW TO APPLY: go to https://www.sps186.org/page/human-resources and click on certified vacancies, follow online instructions *OR*

Refer application and resume to:
Gina McLaughlin-Schurman
Assistant Superintendent of Human Resources
Springfield Public Schools District 186
3063 Fiat Avenue
Springfield, IL 62703
217-525-3006

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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