



DISTRICT 186

SPRINGFIELD PUBLIC SCHOOLS

NOTICE OF VACANCY

March 18, 2024

TITLE OF VACANCY: Elementary School Principal

LOCATION: Matheny-Withrow Elementary School

CONTRACT PERIOD: 200 Days

REQUIREMENTS/QUALIFICATIONS:

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. Must have completed or complete soon after hiring the PERA Evaluation Academy.
7. Administrative experience required
8. Must reside in the Springfield Public Schools boundaries

RESPONSIBILITIES:

1. Align the work and goals of the school with the District's strategic Goals, Commitments and District Improvement Plan
2. Understand and develop next steps based on the school's data in consultation with the Instructional Leadership Team
3. Implement leadership practices with an emphasis on instructional leadership that supports best practices and alignment with the Illinois State Learning Standards and District curriculum and instructional guidelines
4. Select, orient, assign, supervise and evaluate staff in accordance with the provided timelines
5. Plan and provide for an environment that supports the educational program and maintains the social emotional and physical health and safety of students
6. Attend all principal professional development and continue personal and professional growth and apply newly acquired skills and knowledge
7. Work collaboratively with Student Support Services to serve students with special needs and implement inclusive practices
8. Use administrative, organizational and management practices to promote the efficient operation of the school
9. Provide leadership to the School Leadership Team to implement school improvement efforts
10. Provide leadership to the BBSS, FACE and other school based teams including grade / subject or job alike collaboration opportunities
11. Practice strong communication strategies with all stakeholders
12. Engage families and the community in a variety of activities and services

APPLICATION DEADLINE/OPEN UNTIL:

March 22, 2024 at 4:00 pm

EFFECTIVE DATE:

First contractual day of the 2024-2025
District 186 – 200 day work calendar

SALARY and BENEFITS: In accordance with current SPAA negotiated agreement

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

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