

WAVERLY COMMUNITY SCHOOLS

Position Announcement

Job Title:	Assistant Principal – 2 Positions		
Location:	Winans Ele & Elmwood Ele	Start Date:	August 2023
Salary Range/ Level:	Commensurate with experience \$90,095 to \$93,457 WAEA Contract	Terms of Employment:	2023-24 School Year
Date Posted:	March 22, 2023	Application Deadline:	April 14, 2023
ALL Applicants:	A COMPLETED ONLINE APPLICATION IS <u>REQUIRED</u> . See application instructions at: Elementary Assistant Principal 2023 Resume and cover letter may be: <ul style="list-style-type: none">• Attached within the online application (preferred)• Faxed: (517) 321-8577 Mailed: Waverly Community Schools, 515 Snow Rd., Lansing, MI 48917, Attn: Susan Friend		
Job Description			
<u>Qualifications:</u> <ul style="list-style-type: none">• Qualified for Michigan Administrators Certification• Master’s degree in administration or related field• Minimum 4 years successful teaching experience• Valid Michigan Teaching Certification• Experience with building level responsibilities and/or committees			
<u>Preferred Qualifications:</u> <ul style="list-style-type: none">• Experience in leadership, professional development or curriculum development, school improvement initiatives• Ability to work collegially and on a team• Ability to direct paraprofessional staff• Experience with PBIS, EL Education, Go Math• School/community personnel relations• Staff evaluation• Use of technology• Professional Learning Communities• Student Engagement in the Classroom• Student activities• Ability to work with students with special needs• Ability to work with Parent Teacher Organization• Attendance in good standing• Other duties as assigned			

Preceding data are intended to convey information essential to making fair pay decisions about the job, and are not exhaustive lists of skills, efforts, duties, responsibilities or working conditions associated with it.

Notice of Non-discrimination

It is the policy of Waverly Community Schools not to discriminate on the basis of race, color, national origin, gender/sex, age, disability, height, weight, marital status, or lack of English language speaking skills, in its programs, services or activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Director of Human Resources, 515 Snow Rd., Lansing, MI 48917, or phone 517-321-7265