

ST. PAUL LUTHERAN SCHOOL

845 North Menard

Chicago, Illinois 60651

PRINCIPAL

Job Description

Purpose:

The principal provides leadership, management and supervisory skills that promote learning for each student. He or she leads others and stands for the ideas and values that help to develop globally competent citizens and are stewards for learning - student learning, staff learning, and parent learning. The principal provides a clear vision, inspiration, energy and insight for all stakeholders. The principal's attentive to habits of mind, data driven decision-making, the change process, accountability, conflict resolution, team building, and a well-organized school. He or she has the set of beliefs and a skill set that guides the school in day-to-day operations to ensure the health, safety, and welfare of all students, staff, and families.

Reports to:

The Principal reports to the Board of Education which is accountable to the congregation. The principal will report regularly to the congregation to assure it that the purposes of the school are being achieved under the directives of Board policy.

The Principal is responsible for conducting annual evaluations in the areas of responsibility and reports and makes recommendations to the Board.

Qualifications (Professional):

The principal shall have a valid Illinois Professional Educator License with or working toward a General Administrative Endorsement and have completed the required evaluator training for the position of principal. The principal must be of good character and integrity. The principal shall have the experience and skills to work effectively with the staff, Board of Education, students, parents, church and community. The Principal must have been a successful teacher and must have or will complete a colloquy process within five years of becoming principal.

Qualifications (Personal):

The principal must participate in congregational activities including regular attendance at worship services. The principal must possess good communication skills: writing, speaking, listening. The principal must be physically capable of performing his/her duties. The principal dresses appropriately. The principal is open-minded, tolerant, sensitive to the needs of others, and demonstrates Christian concern and way of life.

Terms of Employment:

Salary commensurate with experience and education, benefits and work year are established by the St. Paul Lutheran School Board of Education.

Evaluation: Illinois Standards for School Leaders based on Performance Evaluation Reform Act of 2010 (096-0861) and Part 50 Evaluation of Certified Employees Under Article 24A of the Illinois School Code (Rules and Regulations) form the basis for evaluation.

Job Responsibilities:

1. Living A Mission, Vision, and Beliefs Focused on Results
2. Leading and Managing Systems Change
3. Improving Teaching and Learning
4. Building and Maintaining Collaborative Relationships
5. Leading with Integrity and Professionalism
6. Creating and Sustaining a Culture of High Expectations

Please send letter of application and resume to:

Harry Strong
St. Paul Lutheran School - Austin
Board President
Email: Bigpapainc@yahoo.com