



Washington State Center for Childhood Deafness and Hearing Loss

Principal - Secondary Program
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Open Until Filled
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Exempt Position

Recruitments
and
State Applications
www.careers.wa.gov

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Join Our Family
*Our employees are more than
just workers. They are
ambassadors to the entire state
and the Deaf community.*

*We're looking for people that
can contribute, grow, think, and
dream. We thrive in a
culture that embraces diversity
and rewards imagination.*

*At WSD, it's about being your
best in a challenging and
constantly changing
environment.*

The Center for Childhood Deafness and Hearing Loss is recruiting a Secondary Principal to work at the Washington School for the Deaf (WSD) campus beginning the 2013/2014 school year. This position is responsible for managing a comprehensive secondary academic program serving Deaf and hard of hearing students. The Secondary Principal provides administrative leadership and is responsible for management of the daily operations of the academic program in collaboration with the Primary Principal.

General responsibilities include curriculum development and implementation, coordination of academic program activities, direct supervision and evaluation of academic and support staff, and development of academic department budgets. The Secondary Principal participates in the strategic planning process, develops and implements policies, processes and best practices, and provides agency-wide leadership. WSD recognizes and honors Deaf Culture, American Sign Language, and Deaf role models.

SALARY : \$75,000 - \$89,000 + benefits. This position is assigned a 235-day work calendar.

PRIMARY DUTIES (including but not limited to):

- Manage the day-to-day secondary academic program.
- Provide strong leadership to the middle and high school and special needs support teams.
- Promote a safe learning environment for all students and staff.
- Supervise and evaluate certificated and classified staff in the academic departments.
- Provide constructive on-going feedback to staff.
- Facilitate meetings and support a collaborative team approach to decision-making.
- Communicate effectively with staff and students. Demonstrates follow through skills.
- Work collaboratively with the Primary Principal and the Residential Program Director to ensure consistency between the Academic and Residential programs.
- Serve as liaison between the parents/public and the school.
- Support and encourage staff training and development and create/provide training.
- Contribute to fiscal management and oversight of education programs.
- The Secondary Principal reports directly to the Superintendent and is an active member of the school's Administrative Leadership Team.
- Other responsibilities as assigned by the Superintendent.

KNOWLEDGE AND ABILITIES:

- Knowledge of principles, techniques, and methods of developing and implementing IEPs and behavioral support plans.
- Knowledge of the unique educational needs of Deaf and hard of hearing students.
- Knowledge of Special Education laws and rules.
- Ability to communicate effectively with teachers, school staff, parents, school district personnel and Deaf and hard of hearing students using American Sign Language and written English.
- Ability to use technology effectively.
- Sound personal and professional judgment and ability to work with minimal supervision.

DESIRABLE QUALIFICATIONS:

- Master's degree in Deaf Education, Educational Administration or related field.
- Ability to obtain Washington State certification as a Professional Administrator.
- Excellent interpersonal communication skills and demonstrated leadership abilities.
- Fluency in American Sign Language and in written English.
- Three or more years experience as a school administrator and prior experience working with Deaf and hard of hearing students.

State Employee Benefits:

The State of Washington offers the following benefits package within one month of hire:

- Medical, Dental and Vision
- Retirement Plan
- Life Insurance
- Disability Insurance
- Paid Vacation and Sick Leave
- Deferred Compensation (an optional retirement supplemental plan)
- Dependent Care Assistance Program
- Flexible Spending Accounts
- Free & confidential access to the Employee Assistance Program (EAP)
- Training and Professional Development Opportunities
- Insurance coverage (auto & home insurance) is offered at a discounted rate state employee rates

Employment Requirements - Employment is contingent upon satisfying the following:

Successful completion of a criminal records background check and fingerprint check through Washington State Patrol and FBI at employee expense.

How to Apply:

Apply online at www.careers.wa.gov. Recruitment is open until filled. Interviews may begin at any time as our goal is to hire a Secondary Principal for the upcoming school year as soon as possible. The projected start date is August 1, 2013.

To apply, applicants must submit an online application at www.careers.wa.gov. In addition, applicants must attach the following documents to their online application:

- School Transcripts
- Cover Letter AND Resume
- Response to the two (2) below supplemental questions.

Please be aware that incomplete applications will NOT be accepted.

Supplemental Question #1 *Your response should include 300-500 words.*

Describe your qualifications for the Secondary Principal position and be specific about your educational background and experiences that make you an ideal candidate for the particular position.

Supplemental Question #2 *Your response should include 300-500 words.*

Explain *why* you want to be the WSD Secondary Principal and describe your philosophy/approach to teaching deaf and hard of hearing students.

The State of Washington is an equal opportunity employer.