



Washington State Center for Childhood Deafness and Hearing Loss

Secondary Academic
Program Principal
POSTED: January 5, 2013
Open Until Filled
Bulletin #:2013-CDHL-PRINC
Exempt Position

Job Postings

www.careers.wa.gov

Human Resources
Department
(360) 696-6525
x4326

Human.resources@wsd.wa.gov

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.

This year-round Principal position is responsible for managing a comprehensive secondary academic program serving Deaf and Hard-of-Hearing students. The Principal provides administrative leadership and is responsible for management of the daily operation for all aspects of the school. Primary responsibilities include curriculum development and implementation, coordination of academic program activities, direct supervision and evaluation of academic and support staff, and development of academic budgets. The 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 : \$67,000 - 98,000 (negotiable). Benefits package includes sick leave, vacation leave and holiday pay; medical and dental insurance; life and long-term disability insurance; retirement and deferred compensation programs; dependent care and flexible spending accounts.

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 department meetings and supports a collaborative team approach to decision making.
- Communicate effectively with staff and has good follow through skills.
- Work collaboratively with the Residential Program Directors 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, create training programs.
- Contribute to fiscal management and oversight of education programs.
- The 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 little or no direct 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.

CONDITIONS OF EMPLOYMENT:

Background inquiries of convictions and pending criminal charges shall be completed on applicants prior to the appointment to positions at the Washington School for the Deaf. Information obtained from background inquiries will not necessarily preclude employment but will be considered in determining the applicant's character, suitability and competence to perform in the position applied for and may result in a denial of employment. Applicants will be required to sign a release authorizing the background inquiry. Failure to do so may disqualify the applicant from employment.

Applicants must submit transcripts and copies of credentials to the Human Resources office.

HOW TO APPLY:

Apply and submit resume, transcripts, letters of recommendation & credentials at

www.careers.wa.gov (Search for job postings under Center for Childhood Deafness and Hearing Loss)

APPLICATION DUE DATE: January 5, 2013—Open until filled

The State of Washington is an equal opportunity employer. Persons with a disability who need assistance in the application or testing process, or those needing this announcement in an alternative format, may call (360) 696-6525 x4326 V/TTY.

Serving Deaf and Hard-of-Hearing children throughout the State of Washington