



Focused on Learning

NOTICE OF VACANCY

POSITION: **Principal**

LOCATION: Calvin Leete Elementary School

RESPONSIBLE TO: Superintendent

ESSENTIAL FUNCTIONS: **SUMMARY:** Provides instructional leadership to staff including: curriculum planning, review and implementation; and professional development. Responsible for day-to-day school administration and the safety and welfare of both students, staff and activities. Ensures a safe, pleasant and effective educational atmosphere, provides discipline as necessary and enforces school and related district policy.

The position requires an exceptional leader:

- with a minimum of five years teaching experience; administrative experience preferred.
- with Connecticut Certification for Intermediate Administration and Supervision (092) or eligibility.
- with effective interpersonal skills in working with elementary students, their parents, and school staff.
- with strong planning, organizational and technology skills specific to administrative tasks.
- with an academic background in elementary education, which includes study in the area of educational administration and teacher evaluation/ supervision.
- who manifests collaborative decision-making within a professional learning community.

REQUIRED: 092 Intermediate Administration or Supervision Endorsement

SALARY: \$157,971 - \$170,779

WORKING PERIOD: Full year

STARTING DATE: To be determined

CLOSING DATE: May 23, 2022 (External Applicants)
May 11, 2022 (Internal Applicants Only)
Complete application online at www.guilfordschools.org/employment

POSTING DATE: April 27, 2022 (Please remove post on May 11, 2022)

POSTED BY: Melanie Roberts, H.R. Coordinator, Central Office North (robertsm@guilfordschools.org)

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