

DATE: MARCH 22, 2024
TO: ALL CERTIFIED & QUALIFIED CANDIDATES
FROM: OFFICE OF THE SUPERINTENDENT
REF: ADMINISTRATIVE POSITION OPENINGS – 2 POSITIONS

POSITIONS: **LEGG MIDDLE SCHOOL ASSISTANT PRINCIPAL**
COLDWATER HIGH SCHOOL ASSISTANT PRINCIPAL

QUALIFICATIONS:

- Current Michigan Administrator Certificate
- Masters in Educational Leadership Preferred
- Valid Michigan Teaching Certificate
- A Minimum of 5 successful years of Classroom Teaching Experience
- Previous K-12 Administrative Experience

CANDIDATE PROFILE:

- The ability to build relationships with students, parents, and staff to promote positive public and school-community relations
- A commitment to high expectations for self, students, and staff
- Knowledge of effective classroom teaching practices, curriculum, and teacher evaluation process
- An appreciation of diversity as a strength
- Knowledge of staff development and understanding of professional learning communities
- Demonstrate knowledge of current educational issues and practices
- Assist with the planning, implementation, and evaluation of educational programs
- The ability to administer district policies concerning discipline and attendance
- Demonstrates knowledge in planning and coordinating safety drill exercises to ensure safety and welfare of students and staff
- Willingness to accept other duties as assigned by the principal or superintendent.

SALARY & BENEFITS: PENDING EXPERIENCE, PER ADMINISTRATIVE CONTRACT

DEADLINE TO APPLY: APRIL 19, 2024, OR UNTIL FILLED

EXPECTED DATE OF HIRE: 2024-2025 SCHOOL YEAR (contingent upon Board approval)

SEND LETTER OF INTEREST, RESUME, REFERENCES & TRANSCRIPTS: MR. PAUL FLYNN, SUPERINTENDENT
 COLDWATER COMMUNITY SCHOOLS
 401 SAUK RIVER DRIVE
 COLDWATER MI 49036
FLYNNP@CCSCARDS.ORG

THIS NOTICE HAS BEEN POSTED LOCALLY ON THE DISTRICT’S WEBSITE & MASSP, GOMASA, MAISA, Michigan ASCD, MASSP, MASB, MEMSPA, MSPRA, and WMICH.JOINHANDSHAKE.COM

The Coldwater Community School District is an equal-opportunity employer. Its hiring practices are in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972k, and Section 504 of the Rehabilitation Act of 1973, Subpart 84.5. No hiring practice shall discriminate against race, color, national origin, age, sex, or handicap.