

July 15, 2021

## **NOTICE OF VACANCY**

### **2021-2022 School Year**

Lake City Area Schools has posted the following administration opening:

#### **Assistant Principal (Middle and High School) & Director of Athletics**

Lake City Area Schools is seeking the best candidate to join our committed team in delivering dynamic and innovative educational and athletic programs for our 6-12 grade students and families. This leader will assist the Principal in the continued development of a positive school culture – in which high expectations for academic and athletic programs are an integral foundation.

This individual needs to be highly articulate in best practices surrounding teaching and learning and have a deep understanding of best practices in educational athletics. Lake City Area Schools is looking for a team player who demonstrates not only passion and commitment to the role of co-leader of learning, but who is committed to assisting in the development of a team of teachers who are able to collectively and collaboratively make a difference in the lives of students and families.

**Education/Certification:** Master's degree and Administrative Certification

#### **Special Knowledge/Skills:**

- Thorough understanding of school operations
- Strong organizational, communication, and interpersonal skills
- Working knowledge of curriculum and instruction
- Ability to evaluate instructional program and teaching effectiveness
- Ability to manage budget and personnel
- Ability to coordinate campus functions
- Ability to implement policy and procedures
- Ability to interpret data
- Strong organizational, communication, public relations, and interpersonal skills
- Ability to coordinate and lead athletic programs

**Experience:** Administrative Experience Preferred. Three-Five years experience as a classroom teacher and coach. Please submit letter of interest and resume to Dr. Timothy Hejnal, Interim Superintendent.

**Deadline – July 29, 2021**