VACANCY ANNOUNCEMENT   **December 1, 2021**

PRINCIPAL - Elementary
(Re-advertised)

This advertisement will be used to create a pool of candidates to fill positions that become available for the 2022-2023 school year or as immediate needs are identified. Candidates selected for the pool will receive active consideration through June 30, 2025. Harford County Public Schools reserves the right to re-advertise and modify the content of this announcement at any time; this may be the only advertisement for this position during the aforementioned period.

DUTIES AND RESPONSIBILITIES INCLUDE

These items are intended only as examples of the various types of job duties to be performed. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.

- Provides effective leadership in the total operation of the school.
- Implements practices, based on data, to address student achievement related to state assessments.
- Initiates and maintains an effective, well-balanced instructional program.
- Utilizes a variety of data to provide leadership to school improvement planning and the implementation of Professional Learning Communities.
- Ensures that staff analyzes student achievement data and uses that data to improve instruction in the classroom.
- Oversees the managing of the collection, expenditures, and accounting of school funds.
- Requires and obtains a high level of performance from all personnel assigned to the school.
- Assumes the primary responsibility for hiring, assigning, supervising, assisting, and evaluating personnel, including administrative personnel who are direct reports.
- Collaborates with instructional personnel to provide leadership and facilitate staff development and evaluation of the instructional program.
- Determines through appropriate involvement, the needs of the students and the desires of the community and of the staff.
- Develops further his/her own professional abilities and those of the school's staff.
- Provides instructional leadership and facilitates professional development.
- Demonstrates active leadership and good judgment in working with all staff members concerning the problems and opportunities of the school.
- Provides leadership to and opportunities for effective community participation in the school.
- Establishes a safe and orderly school environment that is conducive to learning by all students.
- Plans for and maintains a school in which student behavior is positive, well-controlled, and constructive, applying appropriate disciplinary measures.
- Develops and conducts ongoing programs and activities of information, communication, and public relations which focus on improvement of student achievement.
- Supports the concept of shared leadership with the staff and school community.
- Utilizes a variety of data to develop a school development plan and strategies that will enhance the academic success of all students.
- Assures that positive attitudes toward students and others are cultivated and that effective skills in human relations are developed and practiced.
- Carries out the policies of the state and the county Boards of Education and the laws of Maryland.
- Articulates the goals of the Board of Education and demonstrates an understanding of the Harford County Public School's Master Plan.
- Accepts responsibility for achievement of students.
- Accepts responsibility for the professional development of aspiring assistant principals under his/her charge.
- Advocates a child-centered approach to school and student management and extends that expectation to administrators and staff.
- Intentionally seeks authentic feedback from various segments of the school community regarding the operation, performance, and image of the school.
- Effectively manages all school budgets and allocates appropriate resources.
- Applies to secondary principals: Provides an effective program of extracurricular student activities.
- Performs other work-related duties as assigned.

SALARY	This twelve-month position includes 20 days of annual leave. Salary range based on the FY2021 - 2022 APSASHC Salary Schedule for Administrative and Supervisory Personnel: ▪ Elementary School Principal, Grade 5 $119,267 - $144,088

REQUIREMENTS	○ Master's degree from an accredited college or university.
	○ Hold or be eligible for a Maryland Advanced Professional Certificate (APC) with an Administrator II endorsement at the time of application.
	  ▪ Current principals must hold a valid Principal Certificate from the state where they are employed.
	  ▪ Maryland candidates not currently in a principal position must have qualifying School Leaders Licensure Assessment (SLLA) score.
	○ Five years of successful teaching experience.
	○ Three years of successful administrative experience, preferably at the Elementary school level.
	○ Exemplary administrative performance evaluations.
	○ Outstanding references relative to demonstrated knowledge of current instructional and curricular methodologies.
	○ Demonstrated outstanding interpersonal communication skills with the ability to work with persons with diverse backgrounds.
	○ Knowledge and skills with instructional and administrative technology software and equipment.

HOW TO APPLY	Employment applications are accepted online only. To access the online application site, visit the Current Job Openings section of the HCPS website at www.hcps.org. Please contact the Human Resources Office at 410-588-5226 if you have questions or require assistance with the online employment application process. **In order to be considered, applicants who are not employees of Harford County Public Schools must include proof of eligibility for APC certification with an Administrator II endorsement at the time of application.**
DEADLINE	Online applications will be accepted for this vacancy through Wednesday, January 5, 2022.