Position:  Secondary Assistant Principal

Location:  Bledsoe County High School

Requirements:  1. Must have a valid Tennessee administrators license

                          2. Application and Resume

Duties include, but are not limited to the following:

* Evaluates assigned personnel for the purpose of ensuring that standards are achieved and performance is maximized.
* Facilitates communication between personnel, students and/or parents for the purpose of evaluating situations, solving problems and/or resolving conflicts.
* Facilitates meetings, processes, etc. for the purpose of meeting curriculum guidelines.
* Intervenes in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
* Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
* Manages a variety of school administrative functions (e.g. student disciplinary policy, school schedule, assigned personnel, etc.) for the purpose of enforcing school, district and state policy and maintaining safety and efficiency of school operations.
* Participates in meetings, workshops and seminars for the purpose of conveying and/or gathering information required to perform functions.
* Represents the school within community forums for the purpose of maintaining ongoing community support for educational goals and/or assisting with issues related to school environment.
* Supports principal for the purpose of providing assistance with administrative functions.

Post Date: 05/09/2022