

Stark County CUSD #100

Stark County Elementary Principal Job Description

Position Title: Elementary Principal

Job Summary: The Elementary Principal serves as the instructional leader and administrator of an elementary school, responsible for fostering a positive learning environment conducive to the academic, social, and emotional growth of all students. This role requires strong leadership, excellent communication skills, and a commitment to building collaborative relationships with staff, students, parents, and the wider community. The Elementary Principal oversees all aspects of school operations, including curriculum development, staff management, student discipline, community engagement, implementation of standards-based grading practices, and the development of professional learning communities (PLCs).

Key Responsibilities:

1. Leadership:

- Provide visionary leadership to create a positive school culture focused on academic excellence, equity, and inclusivity.
- Develop and articulate a clear vision for the school's academic program and overall direction, emphasizing the importance of professional learning communities in improving student outcomes.
- Foster a collaborative and supportive environment among staff, encouraging the development of PLCs as a means of continuous improvement.

2. Professional Development:

- Develop and implement professional development programs to support teachers in understanding the principles and practices of professional learning communities.
- Facilitate the formation of PLCs among staff members, providing guidance and resources to ensure effective collaboration and goal setting.
- Monitor the progress of PLCs and provide feedback and support to enhance their effectiveness in improving teaching practices and student learning.

3. Strong Communication:

- Communicate effectively with all stakeholders about the importance of PLCs in driving school improvement efforts.
- Act as a liaison between the school and district administration, advocating for resources and support to sustain and expand PLC initiatives.

4. Curriculum:

- Oversee the development, implementation, and evaluation of a rigorous and standards-aligned curriculum that supports the goals of PLCs.

- Collaborate with teachers to align curriculum, instruction, and assessment practices with the goals and priorities identified by PLCs.

5. Relationships:

- Build and maintain positive relationships with students, staff, and families, promoting a culture of collaboration and shared responsibility for student success.
- Support teachers in developing strong relationships within their PLCs, fostering trust, respect, and a sense of collective efficacy.

6. Visibility and Accountability:

- Be visible and accessible within the school community, participating in PLC meetings, classroom visits, and other activities that support PLC development.
- Hold PLCs accountable for setting and achieving goals related to improving teaching practices and student outcomes.

7. Community Involvement:

- Collaborate with parents, local organizations, and community stakeholders to support and promote the work of PLCs in improving student learning.
- Engage community members in understanding the role of PLCs in school improvement efforts and seek their input and support in achieving shared goals.

Qualifications:

- Master's degree in Education Administration or related field.
- Valid state certification or licensure as a school principal.
- Previous experience in educational leadership, preferably in an elementary school setting.
- Strong understanding of curriculum development, instructional practices, standards-based grading, and professional learning communities.
- Excellent interpersonal skills with the ability to build positive relationships and foster collaboration.
- Effective communication skills, both verbal and written.
- Commitment to diversity, equity, and inclusion in education.
- Demonstrated ability to lead change and drive continuous improvement.
- Proficiency in educational technology and data analysis tools.

Note: This job description is intended to convey information essential to understanding the scope of the position and is not exhaustive. Duties and responsibilities may be subject to change based on the needs of the school and district