Announcement of Administrative Position

The Board of Education of the
PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT
is seeking an outstanding leader and manager for the position of

ELEMENTARY SCHOOL PRINCIPAL, SILVER SPUR ELEMENTARY

POSITION
The Board of Education is seeking a well-qualified person with strong leadership and managerial ability for the position of elementary school principal. The Board, Staff, and Community have high expectations for achievement of students. The candidate must be knowledgeable of the principles of powerful teaching and learning and must have a record of success in promoting organizational improvement efforts. The elementary school principal reports to the Superintendent of Schools and serves as the instructional leader of Silver Spur Elementary School, a grades TK-5 site.

QUALIFICATIONS

TRAINING

• Knowledge of effective instructional practices.
• Familiarity with student assessment, the new Common Core State Standards and 21st Century teaching strategies.
• Experience organizing and providing staff development.
• Prior administrative experience at the school site or district level.
• Experience managing organizational change.
• Eligibility for California Administrative Certification.

EXPERIENCE

• Demonstrated ability to provide leadership, to build trust, promote teamwork, and to focus human and material resources toward the goals of the District.
• Ability to marshal, coalesce, and energize the vast resources of the school community to develop a shared vision to which all will commit.
• Record of visionary leadership and the ability to build consensus, with and through Staff and Community, regarding the District’s purpose and what it is expected to accomplish.
• Demonstrated success in conflict resolution and developing and maintaining open two-way communication resulting in Staff and Community confidence in the District’s governance and management.
• Demonstrated ability to anticipate and analyze major issues, problems, and solution alternatives, and to clearly communicate recommendations based on sound educational and fiscal considerations.
• Demonstrated success in providing programs and services for all students, including those with special needs, in a district with ethnic and cultural diversity.
• Record of being a highly visible leader who energizes and empowers the teaching, administrative, and support services staff to continually improve instructional programs and services for all students.
• Evidence that one was seen as a leader among his/her peers in teaching as well as administrative assignments.

PERSONAL

• Believes the quality of student learning is the ultimate measure of a school district’s success and has the courage and skill necessary to secure Board, Superintendent, Staff, and Community commitment to this end.
• Recognizes that school business is “people business” and that the District’s employees, parents, communities, and support groups are essential to the District’s success and must be recognized and supported.
• Recognizes that power and authority must be shared to encourage creative on-site problem solving and that the key to effective, creative, decentralized management is accountability for the achievement of desired results/outcomes rather than prescription of the process.
• Has the personal security and integrity necessary for healthy acceptance of different points of view.
• Is a good listener and values the involvement and participation of Staff, Parents, and the total Community in identifying needs and determining priorities.
• Recognizes that change is essential in a dynamic, successful school district, and that necessary change is best achieved when those who will be affected are involved in the process.
• Respects the democratic process and the right of the public, through its elected Board, to govern the District, and recognizes the Superintendent’s responsibility to manage the District consistent with the Board’s direction.
• Has exemplary personal qualifications essential to a highly visible leadership position: enthusiasm, sensitivity, respect for others, honesty, integrity, and a sense of humor.

**SALARY AND CONTRACT TERMS**

The salary range is $96,658 - $115,747 for a positive work year (210 days), plus fringe benefits.

**APPLICATION REQUIREMENTS**

In order to be considered, the candidate must provide:

• A letter of application
• Fully completed Certificated Management Application Form (available on our District website)
• Resume
• Three letters of recommendation received directly from the person making the recommendation.
• Copies of the relevant current credentials must be included.

All of the above materials must be sent to:

John Bowes, Ed.D.
Assistant Superintendent, Human Resources
c/o Palos Verdes Peninsula Unified School District
375 Via Almar
Palos Verdes Estates, CA 90274

Deadline for receiving completed application materials is:

Thursday, July 9, 2015
by 4:00 pm

An Affirmative Action/Equal Opportunity Employer