

NOTICE OF VACANCY

JACKSONVILLE INDEPENDENT SCHOOL DISTRICT
PLEASE POST

- POSITION:** Associate Principal of Student Services
Jacksonville High School
- QUALIFICATIONS:**
1. Texas Administrator, Mid-Management, or Principal Certificate
 2. Certified PDAS appraiser
 3. Two years experience as a classroom teacher
 4. Administrative experience preferred
- MAJOR RESPONSIBILITIES AND DUTIES:**
- Ability to coordinate campus support operations
 - Strong organizational, communication, and interpersonal skills
 - Coordinate assigned student activities and services, including but not limited to student discipline, attendance, upkeep and maintenance of facilities, etc.
 - Knowledge of TEKS and TAKS
 - Serve in a supervisory capacity as directed by Principal
 - Other duties as assigned by Principal
- SALARY:** Based on experience and JISD Administrative Salary Schedule
- LENGTH OF WORK YEAR:** 12 months
- HOW TO APPLY:** **In-District:** Send Letter of Interest to Tammy Jones, Principal tjones@jisd.org
Out of District: Apply online at www.jisd.org
- DEADLINE:** Until Filled

AN EQUAL OPPORTUNITY EMPLOYER

7-14-09