

Category: **Certified Staff**
Date Posted: **May 22, 2023**
Location: **Brookfield Local Schools**
Date Closing: **May 26, 2023**

POSITION:

- Assistant Principal

LOCATION:

- Brookfield High School

QUALIFICATIONS:

- Valid State of Ohio Principal's License
- Strong knowledge of Ohio educational standards, curriculum development, and assessment practices
- Excellent communication, interpersonal, and leadership skills
- Ability to effectively collaborate with staff, parents, and community members
- Strong analytical and problem-solving abilities
- Demonstrated commitment to student success and equity in education
- High level of integrity, professionalism, and ethical conduct
- Flexibility to adapt to changing needs and priorities in a school environment
- Successful BCI & FBI background checks

RESPONSIBILITIES:

- Collaborate with the principal and administrative team to develop and implement educational goals, policies, and procedures that align with the school's mission and vision
- Assist in managing the day-to-day operations of the school, ensuring a safe and inclusive learning environment for students and staff
- Assist in the supervision and evaluation of teaching staff, providing guidance, support, and professional development opportunities as needed
- Work closely with teachers, parents, and community members to build strong relationships and foster effective communication channels
- Assist in managing student discipline, ensuring fairness and consistency while promoting positive behavior interventions and supports
- Support the principal in overseeing and attending special programs, student services, extracurricular activities, and after school events
- Perform all other tasks and assumes other responsibilities as assigned by principal

COMPENSATION:

- Based on Administrative Salary Schedule and experience
- 215 days per year
- Starts August 1, 2023

APPLICATION PROCESS:

Send resume, application (available on www.brookfield.k12.oh.us under "About"), and letter of interest to **Toby Gibson, Superintendent, via mail at Brookfield Board of Education, 614 Bedford Rd. SE, Brookfield, OH 44403 or via email at toby.gibson@brookfieldschools.us.**