



**JOB POSTING #274**  
**PLEASE POST**

**The City School District of Albany, New York**  
An equal /affirmative action employer  
**APSAA Employment Opportunity**

**Date of Posting:** March 17, 2017

**Position(s):** Elementary Principal

**Location(s):** Montessori Magnet School

**Requirements:** New York State SAS/SBL or SDA Certification

**Salary:** Competitive, per Contract

**General Statement:**

- Minimum five years teaching experience, urban school experience preferred. Demonstrated success in Administration, supervisory and/or school based leadership positions. Manages administrative team, instructional and civil service staff. Is responsible for the overall direction, coordination and evaluation of all units. Experience in Montessori teaching methods is preferred.

**Responsibilities:**

- Provides instructional leadership to staff including: academic and curriculum planning, review and implementation, and professional development. Responsible for the safety and welfare of both students and staff.
- Interacts with students to encourage each individual to perform at their highest level.
- Manages all building staff personnel.
- Resolves staff problems and provides support to teachers.
- Provides general supervision to students. Supervises extra-curricular activities.

- Evaluates performance of teachers, programs and staff. Provides professional development to teachers as needed.
- Maintains clear focus on continuous academic improvement process.
- Prepares the school budget.
- Maintains relations with parents, parent group, school volunteers and outside agencies.

**DEADLINE FOR APPLYING:**

April 7, 2017

**All applications will be accepted through OLAS**

<https://pnwboces.org/>

Office of Human Resources  
Academy Park  
Albany, New York 12207

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