



# ANNOUNCEMENT OF VACANCY

## INTERIM-PRINCIPAL — QUINCY HIGH SCHOOL

### ABOUT THE POSITION

Quincy School District is seeking applicants for the position of Interim-Principal at Quincy High School. The Interim-Principal will be responsible for:

- Improving student achievement through a clear vision for effective classroom instruction
- Assuring high expectations and support for adults and students at school
- Establishing a shared focus on quality instruction in every classroom
- Developing authentic and effective school-parent partnerships, and
- Completing other related duties assigned by the Superintendent

### ABOUT THE SCHOOL

Quincy High School serves approximately 763 students in Grades 9-12 and is one of seven schools in the Quincy School District. In fall 2019 Quincy High School will be moving in to a brand new state of the art facility. For more information, visit our website at: [www.qsd.wednet.edu](http://www.qsd.wednet.edu)

### PROFESSIONAL QUALIFICATIONS

- Masters degree in educational administration or related field
- Valid Washington state principal certificate
- Proven track record of leading school change for improved student learning

### DESIRED CHARACTERISTICS AND QUALITIES

- Demonstrates ability to work in alignment with district and school leaders in support of the Quincy School District Strategic Road Map.
- Possesses a genuine interest in the success of high school students; empathizes with their struggles and celebrates their successes.
- Understands role of a high school in a community and should visibly support extra-curricular activities.
- Demonstrates honesty and integrity in all aspects of work and follows through with commitments.
- Embraces the challenges of serving a culturally and socioeconomically diverse population.
- Incorporates a collaborative leadership style.
- Establishes and maintains open and honest communication practices; is a good two-way listener who is approachable to parents and staff.
- Shows respect, fairness, compassion, flexibility and a sense of humor in relationships with staff and students.
- Possesses a depth of knowledge regarding curriculum, instruction, assessment, technology, special programs, and legal matters.
- Manages student discipline in a positive, fair, and consistent manner.
- Demonstrates effective organizational and communication skills, including ability to effectively manage building budget and scheduling responsibilities.
- Possesses the ability to manage conflicts and resolve issues.
- Innovative individual who is forward thinking and encourages professional growth in staff.

### CONTRACT PROVISIONS

The Interim-Principal base contract will include 215 days of service plus 10 TRI days, exclusive of holidays and vacation. Salary is competitive with similar size districts. Benefits will be in accordance with the terms outlined in the administrative agreement.

### CLOSING DATE

Open until filled. Application materials and procedures can be accessed on the district website: <http://www.qsd.wednet.edu>

*The Quincy School District does not discriminate on the basis of race, religion, creed, color, national origin, sex, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of a trained dog guide or service animal by a person with a disability, or age in its program or activities. The Quincy School District also provides equal access to the Boy Scouts and other designated youth groups. The Quincy School District offers classes in many career and technical education programs. Lack of English language proficiency will not be a barrier to the admission and participation in career and technical education programs.*

### APPLICATION REQUIREMENTS:

- Letter of Application
- Completed FastTrack Application
- Current Resume
- Copy of Principal Certificate
- Letters of Recommendation (3-5 preferred)
- College or University Transcripts (Unofficial copies acceptable)

### PLEASE CONTACT:

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