

## **Fremont City School District Job Description**

TITLE:	Principal
LENGTH OF CONTRACT:	See Administrative Compensation Plan
QUALIFICATIONS:	Master's degree; certification appropriate to position; successful teaching and/or leadership experience
REPORTS TO:	Superintendent
SUPERVISES:	All certified and non-certified personnel assigned to that school

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### **Job Goals:**

1. Creates a shared vision and clear goals for his/her school and ensures continuous progress toward achieving goals.
2. Supports the implementation of high-quality standards-based instruction that results in higher levels of achievement for all students.
3. Allocates resources and manages school operations in order to ensure a safe and productive learning environment.
4. Establishes and sustains collaborative learning and shared leadership to promote learning and achievement of all students.
5. Engages parents and community members in the educational process and creates an environment where community resources support student learning, achievement and well-being.

### **Performance Responsibilities:**

1. Continuous Improvement: Helps create a shared vision and clear goals for his/her school and ensures continuous progress toward achieving the goals.
  - A. Facilitates the articulation and realization of a shared vision of continuous school improvement.
  - B. Leads the process of setting, monitoring and achieving specific and challenging goals that reflect high expectations for all students and staff.
  - C. Leads the change process for continuous improvement.
  - D. Anticipates, monitors and responds to educational developments that affect school issues and environments.
2. Instruction: Supports the implementation of high-quality standards-based instruction that results in higher levels of achievement for all students.
  - A. Ensures that the instructional content that is taught is aligned with the Ohio academic content standards and curriculum priorities in the school and district.
  - B. Ensures instructional practices are effective and meet the needs of all students.
  - C. Advocates for high levels of learning for all students, including students identified as gifted, students with disabilities and at-risk students.
  - D. Knows, understands and shares relevant research.
  - E. Understands, encourages and facilitates the effective use of data by staff.
  - F. Supports staff in planning and implementing research-based professional development.
3. School Operations, Resources and Learning Environment: Allocates resources and manages school operations in order to ensure a safe and productive learning environment.

- A. Establishes and maintains a safe school environment.
  - B. Creates a nurturing learning environment that addresses the physical and mental health needs of all.
  - C. Allocates resources, including technology, to support student and staff learning.
  - D. Institutes procedures and practices to support staff and students and establishes an environment that is conducive to learning.
  - E. Understands, upholds and models professional ethics, policies and legal codes of professional conduct.
4. Collaboration: Establishes and sustains collaborative learning and shared leadership to promote learning and achievement of all students.
    - A. Promotes a collaborative learning culture.
    - B. Shares leadership with staff, students, parents and community members.
    - C. Develops and sustains leadership.
5. Parents and Community Engagement: Engages parents and community members in the educational process and creates an environment where community resources support student learning, achievement and well-being.
    - A. Uses community resources to improve student learning.
    - B. Involves parents and community members in improving student learning.
    - C. Connects the school with the community.
    - D. Establishes expectations for the use of culturally-responsive practices that acknowledge and value diversity.
6. Performs such other tasks and assumes other responsibilities as assigned by the Superintendent.