

# K-8 Assistant Principal

School Leadership

[Apply now](#)

**Job Title:** K-8 Assistant Principal  
**School/Entity:** Educational Solutions Company  
**Status:** K-8 Assistant Principal  
**Location:** Columbus, Ohio  
**Salary:** Commensurate with experience

This is a continuous opening. We are always looking for great talent to join our team. If a role opens up that fits your qualifications, one of our recruiters will reach out to you directly.

Educational Solutions Company is always looking for Assistant Principals (grades K-8) committed to “Making a Difference” to join our team.

## **The Assistant Principal is responsible to deliver on the following goals:**

- Lead the instructional vision for the school to ensure academic excellence and responsible citizenship of each scholar
- Deliver positive academic achievement results
- Build and develop talented staff members
- Create and maintain an outstanding school culture for our scholars and faculty
- Engage parents, families and community members

## **The responsibilities of the Assistant Principal in which he/she will be evaluated include:**

- Provide professional leadership to execute school mission, vision, philosophies, values, goals and policies
- In collaboration with Academic Leaders, ensure the school develops and implements academic policies, programs and staffing to fulfill its mission of “Making a Difference”
- Serve in the capacity as the school’s instructional leader: visible throughout the day; guide the curriculum; ensure learning environment and classroom instruction maximize scholar learning
- In concert with Academic Leaders, maintain ongoing, frequent, and open communication with staff, families, and the board
- Motivate and professionally develop staff and implement staff development based on scholar assessment data and staff needs
- Establish academic, behavioral and attendance goals that reflect high expectations; regularly reviews scholar academic, behavior, and attendance data to monitor progress towards goals and implement programmatic changes as necessary
- Champion continuous improvement while meeting the educational and social/emotional needs of scholars and staff and maintain positive relationships with all scholars, families and staff members

- Work to foster a nurturing, safe school culture and a learning community that nurtures and supports scholars, family, staff and diversity
- Work with the Principal collaboratively to ensure PBIS is being used throughout the school environment
- Work with the Principal and other Academic Leaders collaboratively on behavior plans, interventions and consequences, that support PBIS
- Work with Administrative Leaders on the implementation of, and adherence to Policies and procedures that guide, track and/or document the activities of the school: this includes, but is not limited to, management of school records and resources as necessary and school compliance with ODE and other applicable laws and regulations
- Oversee the development and implementation for new Board approved programs.
- In collaboration with the Principal, supervise, evaluate, hire and terminate instructional staff with the academic leadership team and HR Director
- Oversee the successful execution of all school programming
- Follow established curriculum which reflects the mission, values and culture of the school and is aligned with the State Common Core
- Work with Enrollment Coordinator to ensure school meets enrollment targets
- Oversee external relations, including facilitating partnerships with the community, the Ohio Department of Education, and other key entities involved with the school with support from the Management Company
- Attend all grade level team meetings on a regular basis
- Supervise academic leadership team members
- Keep abreast of successful instructional methodologies and practices and share with staff
- Provide staff with multiple open channels for both giving and receiving feedback

#### **Skills & Qualifications:**

- Bachelor's degree required. Master's degree in administration preferred.
- Valid Ohio Principals license required
- Minimum of four years teaching experience in education required
- Passion for the vision and mission of Educational Solutions Company
- Personal commitment to high expectations with an ability to inspire others to pursue the same
- Proficient in Microsoft applications products
- Excellent oral, written and verbal communication skills for intended audiences
- Strong communication, organizational, public relations and interpersonal skills
- Self-motivated with the ability to meet deadlines, problem solve and work independently
- Respected presence with the ability to maintain a professional demeanor and appearance
- Demonstrate ability to work as a team member and foster collaboration
- Relentlessness in ensuring the academic success of each scholar
- Understanding of best practices in core content areas for all grade levels
- Experience coaching instructional staff through modeling and support
- Expectation of long and unusual hours

**Compensation & Benefits:**

Compensation packages are competitive and commensurate with experience. Educational Solution Company offers a comprehensive benefit package that includes medical, dental and vision, life and disability coverage. Employees are also eligible to participate in the Ohio STRS or SERS (state retirement system). Employees can voluntarily elect to contribute to Ohio Deferred Compensation.

## Qualifications

### Education

**Required**

Bachelors or better in Education or related field.

### Licenses & Certifications

**Required**

OH Teaching License

OH Principal License

*As an equal opportunity employer, we hire without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status or disability.*