



POSITION OPENING

5/30/2017

POSITION TITLE:

Assistant Principal

REPORTS TO:

Principal

LOCATION:

Scranton School for Deaf and Hard of Hearing Children
Clarks Summit, PA

JOB

DESCRIPTION:

This position is considered to be a full-time, exempt 204-day position. Responsibilities include regularly observing and advising academic staff regarding educational techniques and procedures, develops written reports as necessary with the Principal and Director of SSDHHC, supervises student discipline and serves as a resource to teachers in planning and implementing behavior management procedures, obtains support services for students in need of counseling, evaluation, or diagnosis not provided within the department, supervises the PBIS Core Team to keep the PBIS program operating efficiently, reviews student progress, makes recommendations, and develops reports regarding changes in curriculum, classes or program, attends and participates in IEP meetings as needed, coordinates and plans special departmental visitors, assemblies, and events with the Assistant to the Director and the Principal, participates in the professional development committee of teachers in planning departmental and school-wide in-service programs, supervises and evaluates Teacher Aides including evaluating, scheduling, and assigning special responsibilities as necessary to ensure appropriate day-to-day operations in the department.

MINIMUM

QUALIFICATIONS:

The Assistant Principal should have extensive knowledge of the educational needs of Deaf and Hard of Hearing children and possess the ability to develop, revise, adapt curriculum to meet the program needs. Experience working with students and skill in staff supervision is preferred. Master's Degree in Deaf Education is highly preferred. PA Instructional I or II certification in Hearing Impaired and PDE Principal Certification or PDE Supervisory Certification highly preferred.

Certification in PA Mandated Reporting Training, PA State Police Criminal Clearance, PA Child Abuse Clearance, FBI Clearance.

The Sign Language Proficiency Interview (SLPI) for this position is "Advanced." The minimum level accepted at hire is "Intermediate."

APPLICATION

PROCEDURE:

Send letter of application and resume to:
Dori L. Bachar
Director of Human Resources
Western Pennsylvania School for the Deaf
300 East Swissvale Avenue
Pittsburgh, Pennsylvania 15218
dbachar@wpsd.org

The Scranton School for Deaf and Hard of Hearing Children does not discriminate in its programs of education, employment, and all other activities on the basis of race, color, national origin, ancestry, sex, age, religion, disability, or sexual preference.

