POSITION TITLE: Principal

REPORTS TO: SSDHHC Director

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

JOB DESCRIPTION: Responsibilities of the Principal includes the following:

- Regularly observes, evaluates, and advises teachers regarding educational techniques and procedures
- Supervises student discipline and serves as a resource to teachers in planning and implementing behavior management procedures
- Reviews student progress, makes recommendations, and develops reports regarding changes in curriculum, classes or program
- Meets and consults with parents, school districts, IUs, and/or other agencies in order to develop/provide appropriate programs for students (IEP, MDE, Child Study)
- Coordinates special departmental visitors, assemblies, and events including planning and supervising department in-service programs
- Serves as a liaison for teachers and students of the department with other offices and departments of the school
- Orders and maintains supply of materials, texts, and furnishings needed within the department
- Coordinates teacher's and teacher aides' schedules and assigns special responsibilities as necessary to ensure appropriate day-to-day operations in the department

MINIMUM QUALIFICATIONS: PDE Principal Certification or PDE Supervisory Certification

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

PA Criminal Background, Child Abuse, and FBI clearances required.

APPLICATION PROCEDURE: Send letter of application and resume to:
Lauren Hayes
Director of Human Resources
Western Pennsylvania School for the Deaf
300 East Swissvale Avenue
Pittsburgh, Pennsylvania 15218
lhayes@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.