

Association of Washington School Principals
Director, Principal Support (Eastern Washington)
POSITION VACANCY ANNOUNCEMENT

About the Association of Washington School Principals

The Association of Washington School Principals (AWSP) is a professional association serving principals and assistant principals. Its mission is to support principals and the principalship in the education of all students. AWSP is committed to provide student leadership opportunities that support and increase the academic and social success of all students.

About the Position

The Association of Washington School Principals (AWSP) is seeking candidates for the position of Director of Principal Support (Eastern Washington). The chosen candidate will work with the AWSP Executive Director and AWSP Board in fulfilling board policy and direction. This full-time position (230 days) will focus primarily on providing programs and support for K-12 principals on the east side of the state, in addition to assisting the AWSP Executive Team in support of principals, the principalship and all students throughout the state.

AWSP Mission: Supporting **principals** and the **principalship** in the education of **all students**.

Responsibilities

- Proactively provide direct support to the needs of members.
- Serve as a key resource for K-12 principals, as well as building and district leadership teams.
- Assist, plan and coordinate AWSP professional learning opportunities for members.
- Act as liaison and program coordinator for Washington Association of Secondary School Principals (WASSP) component board, and other groups, committees or boards as assigned.
- Serve as an AWSP liaison with state-level boards and agencies, committees, and principal preparation programs as assigned.
- Collaborate with Association staff and business partners on support for AWSP conferences and events.
- Understand and apply educational law and contractual provisions for the purpose of responding to member requests for assistance.
- Advocate on behalf of the AWSP legislative platform.
- Assist with other duties as assigned by the AWSP Executive Director.

Professional Qualifications and Characteristics

Applicants with the following professional qualifications and characteristics will be given the highest consideration:

- Ability to effectively manage multiple projects and be a self-starter.
- Demonstrated commitment to our state's students and to the importance of the principal as an educational leader.
- Successful performance as a school administrator, including experience as a school principal, preferably in Washington state.
- Ability to manage program and grant finances and identify revenue generators for conferences and events.
- Ability to identify and analyze key educational issues in relation to AWSP's mission, goals and ethical standards.
- Exhibit high ethical standards, commitment, strong communication and organizational skills, accessibility, active listening abilities and a good sense of humor.
- Familiarity with significant authors and effective presenters in the field of education and learning.
- Commitment to partnering with AWSP staff to fulfill the Association's administrative and service responsibilities to its members.
- Proactively build relationships with key educational stakeholders, organizations and business partners.
- Ability to plan and present professional learning to large groups of adults.
- Master's degree in a related field.

Association of Washington School Principals
Director, Principal Support (Eastern Washington)

Compensation / Benefits

- Annual contract of 230 days: July 1–June 30.
- Salary competitive with principals with similar responsibilities.
- Vacation and sick leave provided.
- Deferred compensation/retirement plan and VEBA plan provided.
- Medical insurance, life insurance, short term salary insurance plan provided.

Timelines

Position Announcement: Friday - February 9, 2018
Application deadline: Friday - March 16, 2018, by 4:00 p.m.
Applicant interviews: Monday - March 26, 2018
Starting date: Monday - July 2, 2018

Application Procedure

Applicants should submit the following:

1. A letter of interest relating to the professional qualifications and characteristics required by this position.
2. A résumé.
3. A list of three to five references.
4. A one-page statement (12 pt. font) describing your vision of the role of the AWSP Director of Principal Support in supporting the mission of the Association of Washington School Principals in eastern Washington.

AWSP encourages applications inside and outside the organization and will consider each based upon merit. Applications will be held in the strictest confidence until finalists are selected.

AWSP is an Equal Opportunity Employer. It is the policy of AWSP to comply with federal and state laws concerning non-discrimination and Equal opportunity employment, regardless of race, sex, age, color, religion, national origin, or any other category established in Title VII of the 1964 Civil Rights Act or other legislation, and to take affirmative action towards the goals and intentions of the applicable laws.

Return completed applications to:

AWSP Director of Principal Support (Eastside)
Attn: Kim Marquette, Assistant to the Executive Director
Association of Washington School Principals
1021 8th Avenue SE
Olympia, WA 98501-1515
kim@awsp.org

About AWSP

The Association of Washington School Principals is a professional association serving principals, assistant principals, principals in training, and deans of students. Formed in 1972, the association now includes more than 3,400 members from public and private elementary, middle and high schools statewide. It is governed by grade-specific boards of practicing principals representing the elementary, middle and high school levels. Over 95 percent of building leaders in our state belong to AWSP. Through its collective strength and influence, AWSP works to develop principal leadership, peer support and K-12 education for all students. For more information, visit www.awsp.org.