

Job Announcement  
Northland Preparatory Academy **Principal** Vacancy

<https://northlandprep.org>

Posted: March 4, 2020

Deadline: April 3, 2020

**POSITION:**

Northland Preparatory Academy is announcing a **PRINCIPAL** vacancy starting in the **2020-2021 school year** (650 students in grades 6-12).

**QUALIFICATIONS:**

- Valid Arizona Principal Certificate (preferred) or evidence of eligibility to be appropriately certificated by the Arizona Department of Education.
- Master's Degree in education
- Valid AZ fingerprint clearance card.
- Excellent oral and written communication skills.
- Visionary leadership skills.
- Ability to motivate others.
- Forward-looking in educational views and evidence of a willingness to accept/lead change.
- Skill in effective decision-making.

**CONTRACT/COMPENSATION:**

The contract is for 12 months. Salary range \$74,500-\$84,900 pending experience plus an attractive benefit package which includes medical, dental, and mid-term disability. 20 days vacation, 8 sick days, and 2 personal days. Membership in Arizona State Retirement System.

**RESPONSIBILITIES AND DUTIES:**

- 1) Provide strong instructional leadership for implementation of Arizona standards based curriculum.
- 2) Involve and lead staff in interpreting test/school data to improve instruction and achievement.
- 3) Evaluate the school's instructional strategies and make adjustments as necessary in order to achieve success in all programs.
- 4) Supervise and evaluate staff members in accordance with Board policies and procedures.
- 5) Safeguard health and well-being of pupils and staff.
- 6) Establish and maintain an effective learning climate in the school.
- 7) Assist in the development, revision, and evaluation of the curriculum
- 8) Maintain a high standard of student conduct and enforces discipline as necessary, according to due process rights of students.

- 9) Attend school-sponsored activities, functions, and athletic and extra-curricular events.
- 10) Assume responsibility for the attendance, conduct, and maintenance of health of students.
- 11) Assume responsibility for all official school correspondence and news releases.
- 12) Maintain active relationships with students and parents.
- 13) Demonstrate competence in planning and developing educational facilities.
- 14) Keep Superintendent informed of all school events and activities, as well as, routine matters related to school safety and climate.
- 15) Assume responsibility for the implementation and observance of all Board policies and regulations.
- 16) Other duties as may be assigned.

**APPLICATIONS:**

Candidates must complete and submit an application, letter of intent, resume, three letters of recommendation (current-within the last 12 months), official transcripts, and all appropriate certifications. Please submit all materials to:

Northland Preparatory Academy  
Attn: David Lykins, Superintendent  
3300 East Sparrow Ave.  
Flagstaff, AZ 86004  
Phone: 928-214-8776  
Email: [dlykins@northlandprep.org](mailto:dlykins@northlandprep.org)