

HUGHES SPRINGS INDEPENDENT SCHOOL DISTRICT
871 Taylor Street
Hughes Springs, Texas 75656
903-639-3800

VACANCY ANNOUNCEMENT

DATE: February 13, 2018

- POSITION TITLE:** Elementary Campus Behavior Coordinator (Assistant Principal)
- SALARY RANGE:** Negotiable depending on experience (202 contract days)
- POSITION REQUIREMENTS:** Texas Principal Certificate or Eligible for Certification (Passed Test & Eligible to Apply for Certificate)
ILD or AEL Training
T-TESS & T-PESS Training
- MINIMUM QUALIFICATIONS:** Three years' experience as a classroom teacher
- PREFERRED QUALIFICATIONS:** Experience on an Elementary Campus Strongly Preferred
Experience as an Administrator Strongly Preferred
- CAMPUS INFORMATION:** This position is on a PK-5 Elementary Campus with approximately 650 students. The Campus Behavior Coordinator will be part of a three-person campus administrative team – Principal, Campus Academic Coordinator (Assistant Principal), and Campus Behavior Coordinator (Assistant Principal).

SPECIAL KNOWLEDGE/SKILLS:

- Ability to Handle Student Discipline and Knowledge of Chapter 37 Discipline Code
- Ability to Coordinate Campus Functions & Organize Work Responsibilities
- Ability to Interpret Policy, Procedures, and Data
- Strong Organizational, Communication, Public Relations, and Inter-personal Skills
- Ability to Problem Solve & Build Consensus
- Ability to be Flexible
- Working Knowledge of Elementary Curriculum & Instruction
- Knowledge of SPED, 504, ESL, RTI and other special programs
- Ability to Travel District Wide & Occasionally State Wide
- Ability to Work Occasional Prolonged and Irregular Hours

TIMELINE: Applications Accepted Until March 16, 2018

1st Round of Interviews: March 26 - 30, 2018

2nd Round of Interviews (If Necessary): April 2 - 4, 2018

Estimated Hiring Date: April 9, 2018

APPLICATION PROCEDURES:

Application Packet available at www.hsisd.net
(Sitemap:) Administration - Employment
Print, then fax, email or mail application to:
Scott Hanes, Elementary Principal
Office: 903-639-3880
Fax: 903-639-2624
Email: haness@hsisd.net

An Equal Opportunity Employer

House Bill 1130, 77th Legislature, May 2001

School district employees who desire certification as a teacher and meet eligibility requirements may receive financial assistance at public colleges and universities in Texas. Additional information is available from Human Resources at 903-639-3805.