

Summer School Principal Vacancy

The South Jefferson Central School District has a vacancy for a Summer School Principal effective July-August 2024. Administrative certification required (SAS or SBL). Qualified interns are encouraged to apply.

Please send a letter of interest, resume, copies of certifications, copies of transcripts, and three letters of recommendation by May 24, 2024, to Mrs. Christina Chamberlain, Superintendent of Schools, South Jefferson Central School District, PO Box 10, Adams, NY 13605.

The Summer School Principal is responsible for administration of grant-funded summer school programs and extended school year programs, including planning and coordination, program implementation, discipline, attendance, and supervision of students.

Duties and Responsibilities:

1. Responsible for the day to day supervision of site operations, students, and staff;
2. Provide leadership and support to staff and students;
3. Collaborate to establish, communicate and promote clear expectations;
4. Grant related data collection;
5. Meet with students and/or parents to maintain summer school expectations; and
6. Work closely and collaborate with the district administrative team.