

Central Linn School District

Vice Principal & Athletic Director (7th - 12th Grade)

REPORTS TO: Building Principal

Central Linn School District seeks to hire a dynamic and engaging administrator for our Jr/Sr High campus. We value leaders who can build positive relationships with students, staff, and families and also serve as effective members of our professional learning community.

Central Linn Jr/Sr High School is the 7-12 school for four unique communities of Halsey, Brownsville, Shedd, and Peoria and is nestled in the beautiful Willamette Valley, bounded by the Cascade Mountains on the east and the Coastal Range on the west. Ninety minutes in either direction will get you to the coast or the mountains. Our immediate vicinity is the “grass seed capital of the world” whose fields offer a colorful, ever-changing seasonal array of grass fields interspersed with sheep, cattle, vineyards and hazelnut orchards. Central Linn is also conveniently located within thirty minutes of Corvallis, Eugene, and within two hours of Bend and Portland.

JOB SUMMARY:

To assist the Principal and other assigned personnel’s job responsibilities in the smooth operation of the school by working with staff, students and their families, and community members; to provide the best learning environment possible, and to assist in meeting the goals of the school and the district; help to maintain a safe school environment; assist and monitor unexpected and challenging student behavior. To promote, direct, communicate and coordinate all student athletic contests in accordance with the OSAA and District policies and procedures.

QUALIFICATIONS:

Valid Oregon Administrative License
Experience with athletics, activities
Knowledge of OSAA guidelines
Experience in student management and discipline

VICE PRINCIPAL PERFORMANCE RESPONSIBILITIES:

- Assume the duties of the Principal when needed;
- Assist with the daily operations of the building;
- Supervise and monitor student activities daily and attend student activities after-school;
- Develop student-centered approach to school discipline;
- Support students with unexpected or challenging behaviors and assist staff and leadership on creating positive student outcomes;
- Supervise and evaluate staff as directed by the Principal and Superintendent;
- Assist in creating positive working relationships with students, staff, and parents;
- Assist Student Services Director in implementing student 504 Plans and/or IEP;

- Collaborate with the Leadership Team to discuss operations, budget and District goals; Other duties as assigned by the Principal and/or Superintendent.

ATHLETIC DIRECTOR PERFORMANCE RESPONSIBILITIES:

- Schedule all athletic contests;
- Assist and supports coaches to prepare facilities for athletic events;
- Review standards of conduct and evaluates coaching performance, annually;
- Provide guidance and mentorship to coaches on routine schedules;
- Serve as liaison between community and Booster Club with coaching staff;
- Assist in the development and implementation of the Athletic Handbook;
- Attend and supervise at-home contests;
- Annually review athletic inventory;
- Other duties as assigned by the Principal and/or Superintendent.

COMPENSATION/BENEFITS:

The contract year shall be not less than 220 days and not more than 225 days. Annual salary will range between \$88,715 - \$99,065; \$300 per month (match) to a 457 Account; \$1,700 per month toward insurance plan(s); paid holidays and sick leave.

Central Linn School District is committed to creating a diverse, equitable, and inclusive environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Veterans must submit DD Form 214 or 215 to establish veterans' preference eligibility. See policy GBA-AR for details.

Note: As of October 18, 2021, all school employees must provide evidence of vaccination against COVID-19. See <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3874.pdf> for details. Please call 541-369-2813 or e-mail dena.crowell@centrallinn.k12.or.us if you have any questions or need assistance.

TO APPLY USE THIS LINK: <https://centrallinn.tedk12.com/hire/index.aspx>

** Posting start date: March 15, 2024. Priority is given to internal applicants for the first 5 days of posting. Job posting closes April 5, 2024. **