Job Opportunity

Wasco Union Elementary School District
1102 5th Street, Wasco, CA 93280, (661) 758-7100
www.wuesd.org

Assistant Principal/Learning Director
John L. Prueitt
8 hours per day / 205 days
Starting in the 2021-2022 school year
(Internal Applicants Only)

Job Summary:
The Wasco Union Elementary School District is seeking a strong, dynamic instructional leader, who can articulate the goals of the school and district. The Assistant Principal/Learning Director will use leadership, supervisory, and administrative skills to achieve and maintain standards of academic excellence, ensure quality teaching and learning, support the elimination of gaps in achievement, and support the principal in overall school management.

Required Qualifications:
- Posses or eligible for Administrative Services Credential
- Regular California teaching credential authorizing service in area of assignment
- Demonstrated skill in working collaboratively with pupils, parents, and staff to achieve common goals
- Demonstrated ability to speak and write clearly and effectively
- Master’s Degree
- Three years of successful teaching experience
- Demonstrable computer literacy
- Demonstrable working knowledge of grades K to 8th state standards in curriculum
- Demonstrable ability to utilize data to drive instruction
- Experience working within a Professional Learning Community environment

Desirable Qualifications:
- The ability to speak and write Spanish

Essential Functions:
- Assists the building principal in implementing curriculum and instructional needs of the school
- Assists the principal in preparation of staff evaluation reports
- Assists the principal with school-wide discipline program
- Takes over and administers all policies in the absence of the principal
- Attends officially called meetings representing the principal in his absence
- Makes home calls when necessary
- Assists with the enforcement of the laws relating to compulsory education, coordination of child welfare and attendance activities involving the school and home
- Assists in the registration and placement of students
- Assists in monitoring school facilities fire and intrusion alarms
- Assists in monitoring fog conditions and declaring minimum days
- Attends monthly School Board Meetings
• Supervises buildings, grounds, and equipment including fire drills and other alert drills, and inspects plant for needed improvements
• Supervises students in non classroom activities
• Assists with the community relations program and activities, and serves as a school representative in the community
• Maintain pupil attendance records
• Supervises the school-wide testing program
• Responsible for serving as a member of the Management Team
• Assists principal in carrying out the policies and procedures of the Wasco Union School District
• Performs other duties as assigned by the school principal or superintendent

Reports to:

• School Site Principal

Salary Range:

• $107,945 to $133,288 annually (plus family medical, dental, and vision benefits)

Application Procedure:
Qualified applicants are directed to submit an application, letter of interest, current resume, 3 current letters of recommendation, proof of teaching credential, administrative credential, and Masters Degree to the District Office at 1102 5th Street, Wasco, CA  93280, email pasanchez@wuesd.org or fax to (661) 758-3050 by Friday, January 29, 2021 at 2:30 p.m.

Posted: January 25, 2021
Closing Date: January 29, 2021

EQUAL OPPORTUNITY EMPLOYER
We conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic Information & Testing, Family & Medical Leave, protected veteran status, or any other characteristic protected by law. We prohibit Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.

NONDISCRIMINATION POLICY NOTICE
The Wasco Union School District Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, practices, and employment shall be free from discrimination, harassment, intimidation, and bullying on the basis and/or association with a person or group with one or more of these actual or perceived characteristics of race, color, ancestry, national origin, ethnic group identification, age, religion, pregnancy, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information in any of its policies, procedures, or practices, in compliance with Title VI of the Civil Rights Act of 1964 (pertaining to race, color and national origin), Title IX of the Education Amendments of 1972 (pertaining to sex), Section 504 of the Rehabilitation Act of 1973 (pertaining to disability), the Age Discrimination Act of 1975 (pertaining to age), The Genetic Information Nondiscrimination Act of 2008, and the 2003 amendment to the California FEHA, Unruh and Ralph Civil Rights Act (pertaining to gender identity or expression). This nondiscrimination policy covers admission and access to, and treatment and employment in, the District’s programs and applies to all activities, including vocational education. Questions or complaints of alleged discrimination, harassment, intimidation and bullying or title IX equity and compliance concerns should be directed to the Assistant Superintendent of Student Services at (661) 758-7100 or located at 1102 5th Street, Wasco, CA  93280.

SEXUAL HARASSMENT POLICY NOTICE
The Wasco Union School District is committed to maintaining a safe workplace and learning environment that is free of sexual harassment and retaliation. The Board of Education prohibits sexual harassment of students, job applicants, employees, contractors, or any other individuals including but not limited to parents and vendors. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist or otherwise participate in investigations of complaints regarding sexual harassment. Sexual harassment may, in certain circumstances, be a violation of Title VII of the Civil Rights Act of 1964 as amended, and/or Title IX of the Education Amendments of 1972, as well as California law. All persons including applicants, employees, students and independent contractors are protected under this policy.