

# EMPLOYMENT BULLETIN FOR SABINAL ISD

<b>POSITION</b>	<b>ASSISTANT PRINCIPAL</b>
<b>Job Description</b>	Assist the school principals in the overall administration of the campuses. Direct and manage assigned areas of instructional programs and campus operations. Oversee assigned student activities and services. Direct the work of teachers, custodians, paraprofessionals, clerical personnel and others as assigned. The candidate must possess effective communication and interpersonal skills in dealing with students, parents, district personnel and community.
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>➤ Knowledge of campus operations</li> <li>➤ Working knowledge of curriculum and instruction</li> <li>➤ Ability to interpret data</li> <li>➤ Ability to evaluate instructional program and teaching effectiveness</li> <li>➤ Ability to manage personnel</li> <li>➤ Ability to develop a culture of excellence in the classroom and throughout the campus</li> <li>➤ Ability to develop and implement an effective student behavior program</li> <li>➤ Ability to develop and maintain student citizenship</li> <li>➤ Ability to manage student organizations and activity accounts</li> <li>➤ Ability to implement policy and procedures</li> <li>➤ Excellent organizational, communication, and interpersonal skills</li> <li>➤ Ability to pass U.S. Department of Transportation alcohol and drug tests and annual physical for bus driving</li> <li>➤ Excellent organizational, communication, and interpersonal skills</li> </ul>
<b>Minimum Qualifications Education and Experience</b>	<ul style="list-style-type: none"> <li>➤ Master's degree from accredited university- Required</li> <li>➤ Texas principal or other appropriate Texas certificate- Required</li> <li>➤ Advanced Education Leadership (AEL) certification, Instructional Leadership Training (ILT), or Instructional Leadership Development (ILD)- Required</li> <li>➤ T-TESS certification- Required</li> <li>➤ Certified Texas Teacher Support and Evaluation System (T-TESS) appraiser</li> </ul>
<b>Salary and Benefits</b>	Sabinal ISD values their teachers and professional support staff as we are one of the top paying school district in Uvalde County area, and is competitive across the State regardless of size of district. Base pay range, depending on experience: \$61,000-\$72,000 for 217 day contract. All full-time employees receive an annual Longevity Benefit of \$100/year of service with a maximum payment of \$1000/year. 100% paid health insurance (employee only); paid \$10,000 Life Insurance Policy; 10 paid personal leave days per year; \$2500 relocation bonus (in-district requirement); Section 125 Cafeteria Plan enrollment; Other benefits available for our employee to purchase, such as: dental, vision, disability and additional life insurance.
<b>How to Apply</b>	Please visit <a href="http://www.sabinalisd.net">www.sabinalisd.net</a> to download a copy of the professional employment application. The candidate should submit a professional portfolio to High School Principal, Steve Alvarado. The professional portfolio MUST include: Letter of interest; Sabinal ISD employment application that includes a release for criminal records check; copies of all required educator certifications; 3 professional reference letters and a resume. All required documents must be received no later than 5:00 PM May 31, 2023. Candidates may submit their digital documents to <a href="mailto:salvarado@sabinalisd.net">salvarado@sabinalisd.net</a>

*Persons interested in applying should submit a completed application package, which MUST include: Letter of interest; Sabinal ISD employment application that includes a release for criminal records check; copies of all required educator certifications; 3 professional reference letters and a resume. A professional portfolio containing other supporting documents is highly advised. NOT ALL APPLICANTS WILL RECEIVE AN INTERVIEW. The submitted application packet will remain active until the position is filled, then placed into an inactive file. You may submit your digital employment information to [salvarado@sabinalisd.net](mailto:salvarado@sabinalisd.net) or mail to Steve Alvarado, Sabinal ISD, P.O. Box 338, Sabinal, TX, 78881.*

**Nondiscrimination Notice:** *It is the policy of Sabinal Independent School District (SISD) not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended. For further information about your rights, contact the Sabinal ISD.*

*Sabinal ISD is an Equal Opportunity Employer*