



Kalamazoo County Area Schools Employment Consortium

Employment Application

Openings as of 7/12/2016***Principal - WoodsEdge Learning Center***

JobID: 3489

Position Type:

Administration/Principal

Closing Date:

07/27/2016

Date Posted:

7/12/2016

Location:

KRESA/WoodsEdge Learning Center

Division:

Special Education

Position Type:

Full-time, 11-Month

Summary:

Lead, manage and develop highly effective and innovative programs for WoodsEdge Learning Center. Must have the ability to work positively with students, families, itinerant staff, teachers and fellow administrators in a collaborative manner. Must be able to determine current and future program direction, needs, and opportunities for students, preparing them from the ages of 3 to 26 for success in their education. Through a passion for special education, a strong work ethic, a comprehensive understanding of developmental challenges, the Principal will drive measurable improvements in outcomes for students with disabilities in the Kalamazoo area.

Responsibilities:

- Provide instructional leadership and school improvement practices with staff.
- Supervise and evaluate operation of WoodsEdge Learning Center.
- Arrange/coordinate and problem-solve transportation and student schedules.
- Supervise and evaluate certified and non-certified staff as assigned by Director.
- Interact and work with parents regarding student issues.
- Assist with classroom behavioral concerns.
- Chair regular staff meetings covering many subjects and groupings.
- Write and maintain school emergency plans; schedule required drills; complete appropriate documentation and reporting.
- Plan, organize, and/or participate in staff in-services and required annual training sessions.
- Monitor compliance with special education laws and rules, board policy and established practices and regulations.
- Provide input and monitor budgets assigned by the Director.
- Initiate and/or guide positive system changes and training practices.
- Complete required reports, including school improvement plan and annual report.

Qualifications:

Master's degree. Full approval or ability to obtain full approval as Supervisor of Special Education. Experience with students with severe impairments. Minimum of 3 years' experience in administration. Embraces and supports KRESA philosophies related to diversity, inclusiveness and anti-racism. Ability to interact effectively with individuals from a wide range of cultures. Ability to discuss cultural differences with colleagues and clients. Ability to assess ones own strengths and limitations or challenges and integrate this understanding into interpersonal interactions.

Preferred Skills:

Experience in problem-solving in difficult situations. Good understanding of special education law. Excellent communication skills. Experience navigating difficult IEP team meetings. Experience coaching teachers and other staff to improve instruction. Excellent organizational skills. Ability to work well in a team-oriented environment. Ability to effectively present information and engage groups of people/audiences. Ability to read, analyze and interpret data. Ability to select and develop appropriate methods, skills and techniques attuned to people's cultural, multicultural or marginal experiences in their environments. Ability to effectively employ multicultural approaches in resolving problems.

Apply online at www.kresa.org/jobs

Kalamazoo RESA is an Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy: Director of Human Resources, Tom Zahrt. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.

FMLA regulations require all employers to post the [updated FMLA notice](#).

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