

POSTING OF VACANCY
Dean of Students @ South Side School
for 2024-25 School Year

Preferred Qualifications but not limited to:

Illinois Administrative License, Master's Degree, or such alternatives to the above qualifications as the Board may find appropriate

Salary/Benefits:

- Total salary package will be based upon candidate's education and experience
- Term life insurance provided

Position information:

- 10 Month Position
- Responsible for handling discipline problems and consulting, and working with the Principal in all other Administrative job tasks.
- Expected to oversee and lead improvement in curriculum at the Early Elementary Level
- Expected to set high expectations and hold students accountable for their actions
- Must develop and foster positive relationships with staff and community
- Expected to utilize the District's evaluation plan to improve performance
- Assumes duties of Principal during Principal's absence
- Maintain open lines of communication and confidentiality with the Principal, Superintendent, and Administrative team
- Serve as representative of Principal, Superintendent, and District when appropriate

Primary Job Responsibility:

The Dean of Students is primarily responsible to the Principal of the school and carries out the duties designated by the Principal in accordance with the school philosophy and objectives. The Dean of Students is also responsible, in a secondary manner, to the Superintendent and the Board of Education. Is expected to supervise, coordinate, and perform tasks that will help the total educational system meet the needs of all students in attendance. The Dean of Students is at times directly, and at other times indirectly, responsible for all certified and non-certified employees and students.

Job Description: Available upon request

Start Date: 2024-25 School Year

Deadline for application: April 22, 2024

To apply, please submit a letter of interest, resume, application, and copy of license to: Andrew D. Johnson, Superintendent, Effingham CUSD #40, 2803 S. Banker, P.O. Box 130, Effingham, IL 62401
Ph: (217) 540-1502 or submit electronically to employment@unit40.org.

Application can be found at the above address or on the website: www.unit40.org

PLEASE POST

Date of Posting
April 11, 2024