

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2018-004 **Issue Date:** 01-11-18 **Closing Date:** _____ **Open until**
filled

Principal
Tribal School
Department of Human Services
Hourly Wage: \$28.83/Regular/Full-Time

The Yakama Tribal School Principal shall be responsible for establishing and maintaining effective school leadership to enable success for all. As an administrative team leader, the Principal will be highly visible, work toward success for all, be an active listener, and promote a caring, supportive, healthy, and safe learning environment. The Principal must also value staff input, maintain high performance standards, know effective instructional practices, be visible in classrooms, work collaboratively to solve problems and encourage effective communication in the school and its communities.

Knowledge, Skills and Abilities:

- Knowledge of the most current teaching methods, techniques, and practices.
- Knowledge of curriculum development and writing of instructional objectives.
- Knowledge of areas needing in-service training and ensuring that all content areas are covered.
- Skill to provide counseling to students/parents including follow-up for referrals.
- Skills necessary to handle the care/inventory of equipment, supplies, and materials assigned to classrooms.
- Ability to establish and maintain effective working relationships.
- Ability to supervise and evaluate students and staff.
- Ability to evaluate transcripts, develops schedules, and assess progress towards school goals and objectives.
- Ability to interpret and implement the Yakama Nation Tribal School Board Policies.
- Ability to develop and supervise extra-curricular activities.
- Ability to coordinate other teaching staff, support staff or parents for improvement of services to students.
- Ability to conduct/coordinate parent conference to share student progress.
- Ability to integrate tribal customs and teachings in presenting a variety of learning objectives and teaching methods.
- Ability to maintain standards of professionalism and confidentiality in dress, appearance, attitude and presentation.
- Ability to communicate effectively in writing and orally.
- Ability to maintain strict confidentiality.
- Ability to set an example of an exceptional professional educator for all students and staff to model.
- Ability to maintain visibility with students, teachers and parents.

General Recruiting Indicators:

- Requires a Master's Degree in Education or equivalent, a minimum of two years Supervision experience, or one-year management experience.
- Must possess proper Principal certification as established by state law and the Office of Superintendent of Public Instruction.

Special Requirements:

- Must have a valid Washington State Driver's License and the ability to obtain a Yakama Nation Tribal Driver's permit.
- Required to pass a pre-employment drug and alcohol test.
- Must have a First Aid/CPR card or ability to obtain upon hire.
- Must not have any history of child abuse or neglect.
- Must not have a history of drug or alcohol abuse.
- Ability to complete background check according to Yakama Nation Tribal School requirements.
- Preference given to qualified candidate who has more than one area of expertise.
- Yakama enrolled preference.