



Apollo Career Center is accepting applications for the position of:

HIGH SCHOOL ASSISTANT PRINCIPAL

STARTING DATE:	July 1, 2024
REPORTS TO:	High School Principal
SALARY RANGE:	<ul style="list-style-type: none">• based on administrative salary schedule, commensurate with education and experience
BENEFITS:	<ul style="list-style-type: none">• medical/dental insurance• life insurance• sick/personal leave
WORK WEEK/YEAR:	225-day school year calendar
MINIMUM QUALIFICATIONS:	<ul style="list-style-type: none">• possess a valid Ohio Dept. of Education professional administrator license and an OTES 2.0 credential• passion for learning and working with high school students and staff• exceptional communication skills• effective organizational and planning skills• team-oriented philosophy• ability to motivate staff to meet new challenges• ability to create an atmosphere of respect and trust• ability to pass BCI and FBI background checks
PREFERRED QUALIFICATIONS:	<ul style="list-style-type: none">• administrative experience
RESPONSIBILITIES:	<ul style="list-style-type: none">• supervise and evaluate high school staff• handle student discipline and attendance issues• build positive professional relationships with staff, students and families• maintain a high level of communication with staff, students and families
MATERIALS TO SUBMIT:	<ul style="list-style-type: none">• letter of interest, resume and other information pertinent to this position• application <p>(available at: https://www.apollocareercenterhs.com/jobs-at-apollo/)</p>
APPLICATION DEADLINE:	February 18, 2024
APPLY TO:	Nick Sammetinger, High School Principal Apollo Career Center 3325 Shawnee Rd. Lima, OH 45806-1454 Phone: 567-940-4724 Email: nick.sammetinger@apollocc.org