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Apollo Career Center is accepting applications for the position of:

## HIGH SCHOOL ASSISTANT PRINCIPAL

<b>STARTING DATE:</b>	July 1, 2025
<b>REPORTS TO:</b>	High School Principal
<b>SALARY RANGE:</b>	<ul style="list-style-type: none"><li>• \$90,000 - \$98,000, based on administrative salary schedule, commensurate with education and experience</li></ul>
<b>BENEFITS:</b>	<ul style="list-style-type: none"><li>• medical/dental insurance</li><li>• life insurance</li><li>• sick/personal leave</li></ul>
<b>WORK WEEK/YEAR:</b>	225-day school year calendar
<b>MINIMUM QUALIFICATIONS:</b>	<ul style="list-style-type: none"><li>• possess a valid Ohio Dept. of Education professional administrator license and an OTES 2.0 credential</li><li>• passion for learning and working with high school students and staff</li><li>• exceptional communication skills</li><li>• effective organizational and planning skills</li><li>• team-oriented philosophy</li><li>• ability to motivate staff to meet new challenges</li><li>• ability to create an atmosphere of respect and trust</li><li>• ability to pass BCI and FBI background checks</li></ul>
<b>PREFERRED QUALIFICATIONS:</b>	<ul style="list-style-type: none"><li>• administrative experience</li></ul>
<b>RESPONSIBILITIES:</b>	<ul style="list-style-type: none"><li>• supervise and evaluate high school staff</li><li>• handle student discipline and attendance issues</li><li>• build positive professional relationships with staff, students and families</li><li>• maintain a high level of communication with staff, students and families</li></ul>
<b>MATERIALS TO SUBMIT:</b>	<ul style="list-style-type: none"><li>• letter of interest, resume and other information pertinent to this position</li><li>• application</li></ul> <p>(available at: <a href="https://www.apollocareercenterhs.com/jobs-at-apollo/">https://www.apollocareercenterhs.com/jobs-at-apollo/</a>)</p>
<b>APPLICATION DEADLINE:</b>	April 13, 2025
<b>APPLY TO:</b>	Nick Sammetinger, High School Principal Apollo Career Center 3325 Shawnee Rd. Lima, OH 45806-1454 Phone: 567-940-4724 Email: <a href="mailto:nick.sammetinger@apollocc.org">nick.sammetinger@apollocc.org</a>