

# St. Paul Lutheran School Principal

**Job Title:** Principal; PreK-8

**Location:** St. Paul Lutheran School in Hilton

**Position Type:** Yearly Contract (12 months), Salaried

**Reporting To:** Board of Christian Education at St. Paul, St. Paul Church Council

**Salary Range/Benefits:** \$55,000-60,000 with Health Care and 401k with matching

**Job Summary:** The Principal of St. Paul Lutheran School oversees the PreK-8th grades, ensuring a Christ-centered educational environment that fosters academic excellence and spiritual growth. This role involves leading and supervising staff and students, managing all operational aspects of the school, collaborating closely with the Church, and engaging the community and parents in the educational process.

## Key Responsibilities:

- **Leadership and Supervision:** Guide the spiritual, academic, and administrative dimensions of the school. Serve as a role model and mentor, promoting a nurturing, ethical, and productive school climate.
- **Educational Excellence:** Ensure curriculum development and implementation reflect a Christian worldview and meet educational standards. Oversee professional development and performance evaluation for staff.
- **Community Engagement:** Strengthen relationships with parents, church members, and the broader community. Actively participate in church activities and support joint initiatives between church and school.
- **Operational Management:** Administer day-to-day operations, ensuring compliance with regulations and maintaining a safe, organized school environment.
- **Strategic Planning:** Contribute to the long-term planning and financial strategy of the school including a focus on enrollment and fundraising. Represent the school's interests to the Board of Christian Education and participate in policy formulation.

## Qualifications of the Ideal Candidate:

- Committed Christian, affirming St. Paul's mission and values.
- Masters in a relevant field and educational certification.
- Minimum 5 years teaching, with at least 2 years in educational administration (Lutheran school experience preferred).
- Strong communication, organizational, and leadership skills.
- Strong computer literacy.

- We are committed to finding the right fit for this role. If you are interested but do not meet all the qualifications, please do still apply. Individuals may have work experience with the desired responsibilities without the actual titles.

**Desired Traits:**

- A visionary leader who is enthusiastic about Christian education and capable of inspiring others.
- Exhibits emotional stability and optimism under pressure, with the ability to handle challenges with discretion and integrity.
- Demonstrates a compassionate and respectful approach towards staff, students, and parents, maintaining a sense of humor and patience.
- Strong commitment to professional ethics and personal growth, reflecting Christian ideals in personal conduct and professional interactions.
- Demonstrates a strong commitment to upholding high educational standards and the continuous improvement of teaching practices, incorporating innovative approaches to prepare students for future challenges.
- Advocates for and implements educational strategies that equip students with critical 21st-century skills such as problem-solving, technology literacy, and adaptive thinking, emphasizing the importance of integrating these skills within a Christian framework to prepare students for a rapidly changing world.
- Champions a culture of discipleship within the school community, encouraging students and staff to grow in their faith and live out Christian values and promotes programs and initiatives that enhance spiritual development and community engagement.

**Interested Candidates:** Submit resume, cover letter and a statement that articulates your vision for Christ-centered education to [School@stpaulhilton.org](mailto:School@stpaulhilton.org) by May 13, 2024.