

**NOTICE OF VACANCY**  
**Salem Community Schools**  
**Position: Assistant Middle School Principal**  
**Grades 6-8**

- Responsibilities:** Serve as primary disciplinarian  
Assist principal with faculty and staff evaluations  
Complete scheduling with assistance from counselor and principal  
Coordinator for 504 plans and select Special Education Services  
Assist with technology integration and state testing  
Other duties may be assigned by the Principal
- Qualifications:** Successful candidate must hold a valid Indiana Administrative License  
Willingness to pursue innovative educational initiatives  
Strong communication skills  
Ability to provide leadership and supervision  
Exceptional ability to work collaboratively and collectively with students, staff, and stakeholders
- Salary:** Based upon education, qualifications and experience
- Effective Date:** School Year 2017
- Posting Date:** April 19, 2017
- Application Deadline:** May 12, 2017
- Application Packets:** Application materials must include:  
(1) Completed SCS application  
(2) Letter of application  
(3) Current resume  
(4) Copy of a valid Indiana Secondary Principals License  
(5) Copies of college transcripts  
(or)  
(6) University Placement File, if applicable
- CONTACT:** Dr. Lynn Reed  
Salem Community Schools  
500 N. Harrison Street  
Salem, IN 47167

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Superintendent