

Seacoast Classical Academy Chartered Public School

Principal/Head of School Job Description

Seacoast Classical Academy provides a rigorous academic program for families seeking a world-class education through a classical liberal arts curriculum emphasizing excellent character education. We look for exceptional teachers and administrators who strive to demonstrate that excellence in themselves and expect it from their colleagues and students. Ultimately, this living of virtue will make a life-changing difference in the lives of children and their families. The school's programming is directed toward students who seek a rigorous education and are ready to work hard and do their part. We are dedicated to classical education and promoting superior educational results.

POSITION DETAILS:

The Principal reports to the Executive Director and is charged with upholding the school's Mission of providing a classical, virtue-centered education while respecting family rights. Seacoast Classical Academy's curriculum is the Hillsdale College K-12 Curriculum. This is a full-time position with a salary dependent on experience and the following qualifications that we would prefer our educators to possess:

- Bachelor's and Master's Degrees in Education and an NH Principal certification
- Prior experience with the Hillsdale K-12 curriculum, classical education, and public charter schools

Interested candidates should submit:

- A cover letter that includes your reasons for applying and why you believe you are a good fit.
- A detailed resume with a statement of your educational philosophy
- 3 letters of recommendation, 2 of which are from previous supervisors
- Other material that speaks to relevant experience, past successes, and your leadership ability.

Please send your complete application to hr@seacoastclassical.org.

If you have questions, please contact Interim Principal Joseph Patuleia at jpatuleia@seacoastclassical.org.

POSITION OVERVIEW:

The Seacoast Classical Academy Charter School Principal is essential to a school and its community. The Principal is entrusted with the education and well-being of the scholars and the academic reputation of our community. The Principal is a steward of substantial public or private funds and contributes to the nation's future by passing on wisdom and virtue to its future citizens. The Principal ensures that the Academy meets its academic goals while upholding family rights.

The leader of a classical school understands that he or she is shaping scholars' hearts and minds for lives of virtue. Knowing that ethical and intellectual living is practiced in and outside the classroom, the leader is equally attentive to the school's curriculum, pedagogy, and culture. The Principal implements the Mission and philosophy of the school as defined by the Board and is responsible for developing programs that enable Seacoast Classical Academy's students and families to achieve academic goals. Seacoast Classical Academy's foundation is the Hillsdale K-12 Classical Curriculum, known for being rigorous, rich in content, balanced, and strong. It's rooted in the liberal arts and sciences and aims to develop students' moral character and civic virtue.

The Principal's goal is to educate everyone about the school's philosophy and mission while building a community. Out of many classical virtues, Seacoast has chosen Wisdom, Truth, Fortitude, and Excellence as its primary virtues. These virtues are continuously modeled and expected by all. Our new school leader is expected to understand and publicly articulate our foundation clearly and effectively.

QUALITIES AND CHARACTERISTICS

- A strong understanding of the Vision, Mission, and Virtues of Seacoast Classical Academy.
- The leadership to develop staff who will commit, take responsibility and perform effectively.
- The ability to discern the ends that fulfill the nature and purpose of Seacoast Classical Academy and to chart a course to reach those ends.
- The ability to demonstrate a love of learning by the ongoing pursuit of knowledge.
- The ability to create an environment that is respectful and conducive to learning.

KNOWLEDGE AND SKILLS

- A broad understanding of the classical liberal arts, its roots in the Western tradition, and its historical presence in American education before the 20th century.
- The ability to coach teachers to greater degrees of effectiveness in the classroom.
- The ability to communicate effectively in both oral and written forms.
- The ability to maintain a high degree of energy and personal productivity and to effectively manage the yield of others.
- The ability to engage in difficult conversations with students, teachers, parents, and various stakeholders with professional decorum.

DUTIES AND RESPONSIBILITIES

- Collaborate regularly with the Executive Director and the Board of Trustees in the Pursuit of the Vision, the execution of the Mission, and the practice of the Virtues.
- Ensure a safe and positive learning environment for all scholars through clear discipline policies.
- Foster a strong school culture rooted in virtue, civic responsibility, and moral character.
- Report at regular meetings of the Board of Trustees on the school's successes and challenges.
- Recruit, develop, direct, support, and evaluate teachers, support employees, and volunteers.
- Manage daily school operations, including scheduling, staffing, and resource allocation.
- Manage all aspects of professional development and ensure teachers are well-trained.
- Oversee scholar behavior and discipline.
- Leverage the gifts and talents of parents, supporters, and Board members.
- Perform other duties assigned by the Executive Director.

Other Expected Characteristics of a Classical School Leader

- They are well-organized and take responsibility for everything that occurs within the school.
- They carry out their charge with humility and flexibility, willing to take on any task, even if it seems menial.
- They are keen on delegation with clear direction, yet accountable for every facet of the school.
- They know how to build trust through excellent communication, which often means only listening, consistency with expectations, and follow-through.
- They are firm and kind, prudent and just.
- They can build a solid administrative team and have the experience of hiring well.
- They know their strengths and weaknesses and will hire those who offset them.
- They appreciate the art of teaching, have firsthand experience and a clear vision for a successful classroom.
- They understand and communicate with the broader classical movement to promote better education and are committed to the more extensive network of schools they may belong to.
- They regularly coach teachers on classroom management, instruction, and culture.
- They have a clear focus yet are open to ideas and implement the best of them.
- They are public-spirited about the school and its effect on the local and broader community.
- They are committed to the local community as active participants and energetic advocates for a classical education suitable for all learners.