



HARVEST BEST ACADEMY

Middle School Principal

Position Reports to: Executive Director

Position Description:

Harvest Best Academy is searching for a principal that will lead its efforts to accomplish its mission and values. The mission of Harvest Best Academy is to instruct empower, enable and guide African American scholars to achieve superior academic, social and moral development.

School Leader Position Objectives

- Implement and support the Harvest Best Academy mission, vision, and goals by providing instructional, operational, and administrative leadership to ensure each child's success and the school's long-term sustainability
- Be accountable for continuous improvements of Harvest Best Academy staff, student achievement, and operational viability
- Ensure a culture of high expectations where all children can learn and parents are seen as their child's first teacher

Duties and Responsibilities:

Instructional Leadership:

- Create a data-driven and academically rigorous instructional program that prepares every student for college completion and workplace success
- Develop and execute a comprehensive professional development plan; ensure that teachers have the tools, skills, and resources necessary to develop strong interdisciplinary units and lessons
- Develop an effective instruction and assessment program that meets the individual needs of students

Goal Achievement:

- Implement, refine, and manage curriculum and assessments to meet school performance goals
- Establish performance outcomes for key school stakeholders (teachers, students) and evaluate progress toward goals; actively seek to align programs with best practices and standards for excellence

Personnel Management:

- Recruit, hire, evaluate, and retain high quality instructional staff

School Culture:

- Create and maintain a school culture that reflects the Harvest Best Academy mission and values

- Collaborate with Harvest Best Academy staff to seamlessly integrate support services into the charter school
- Partner with Harvest Best Academy education staff and programs to develop and implement effective, research-based academic practices throughout the network
- Collaborate with Harvest Best Academy leadership to build strong relationships with parents and volunteers, building multiple pathways for parent and community engagement
- Ensure systems for managing students with the most challenging behaviors in a deterring manner that does not allow for the disruption of the school norms and the learning of other students

Qualifications:

- Significant leadership experience, with a record of helping underserved students achieve academic success
- Demonstrated leadership in a senior administrative position
- A minimum of 2 years of school leadership experience
- Strong work ethic coupled with a proactive problem solving approach
- Ability to adapt in a dynamic work environment
- Exemplary communication and organizational skills with high attention to detail
- Passion for creating a dynamic and creative learning environment where parents and teachers have high expectations
- Commitment to the belief that high quality education includes developing perseverance and social intelligence in students
- Proven ability to cultivate a rigorous school environment with a commitment to accountability
- Strong leadership and organization management skills
- Ability to effectively develop and manage instructional and non-instructional staff; expertise in individualizing professional development, and ability to leverage strengths/areas of growth for increased success
- Desire to work with a collaborative team that has high expectations of themselves, staff, and families
- Ability to develop school schedule and school calendar
- Ability to design and implement school processes, e.g. student dismissal, parent pick-up, and food services.

Education:

Master's degree and enrolled in a leadership program.

Salary:

Salary comparable to education and experience.

As an equal opportunity employer, we hire without consideration to race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status, or disability.