

## **Principal Coach**

Location Name: Central Office

Salary Min: USD \$145,000.00/Yr.

Salary Max: USD \$155,000.00/Yr.

Category: Central Office

# of Openings: 1

Close Date: 6/13/2025

Subject: Not Applicable - Non-Instructional Position

Purpose and Scope

### **SUMMARY DESCRIPTION**

The Principal Coach will support and provide training, mentoring, and leadership development focused on enhancing the skills of principals to ensure implementing best practices to improve student achievement and maintain a safe, caring, and orderly learning environment.

### **Essential Job Functions**

This position description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification, but is intended to accurately reflect the primary job elements.

Build capacity for school stakeholders to promote standards-driven instruction and professional growth within professional learning communities.

Support the regional superintendent in making data-informed decisions that impact the performance and culture of schools across the network. Ensures the alignment of instructional resources with the district's priorities and strategic plan.

Support principals with analyzing school performance data, identify trends, and set measurable goals for improvement; Support principals in using data to drive instructional decisions and strategies; Monitor progress on key performance indicators and provide actionable feedback to ensure continuous improvement.

Model and coach are principals in support of their professional development for teachers and school staff, the use of Professional Learning Communities, and how to most effectively implement them in schools.

Conduct Principal evaluations as assigned by district leadership.

Work collaboratively with principal and Instructional Leadership Team to achieve a system-wide result including mentoring principals on managing the operational aspects of running a school, including staffing, budgeting, and resource allocations.

Recommend strategies to ensure that principals are able to build a culture of excellence that fosters academic achievement by meeting adequate yearly progress for all students in their schools.

Visit assigned schools to observe instructional practice and suggest growth steps for principals. Ensure that principals are compliant with district policies, state regulations, and school board requirements.

Participate in the development of network-wide strategies aimed at improving the instructional capacity of principals.

Foster a collaborative relationship between school principals and district offices, ensuring principals have access to necessary resources and support to achieve this district's academic goals.

Provide support and guidance on problem-solving, conflict resolution, and communication skills to principals.

Provide support for assigned schools' continuous improvement objectives and strategies.

Engage with parents, community leaders, and other stakeholders to promote a positive image of the school and district.

Provide solutions that are highly innovative and ingenious, achieving quality and work process improvements.

Perform other related duties as assigned or directed.

## Minimum Qualifications

Graduation from an accredited college or university with a Master's Degree in Education, Educational Leadership, Curriculum and Instruction Administration, or other related field. Minimum five (5) years of principal experience with 3 years of a proven track record with achievement, growth, and culture and climate. Valid Tennessee Administrator's license, along with other certifications as required by state and local policies (e.g., Tennessee professional teacher's license) or equivalent.

(PROOF OF EDUCATION, TRAINING, AND/OR EXPERIENCE IS REQUIRED)

Degree Equivalency Formula:

Bachelor's Degree= 4 years plus required years of experience.

Master's Degree= 2 years plus required years of experience. Where Master's degrees are required, years for Bachelor's Degrees must be included.

Additional Job Details

Salary min. \$145,000.00 to max. \$155,000.00

Interested persons must apply through the MSCS Careers website: <http://www.scsk12.org/>