

JOB POSTING

May 8, 2018

ESSEX COUNTY VOCATIONAL TECHNICAL SCHOOLS
BOARD OF EDUCATION
LEROY F. SMITH, JR. PUBLIC SAFETY BUILDING
60 NELSON PLACE, 1 NORTH – NEWARK, NEW JERSEY 07102

SPECIFICATIONS FOR POSITION OF:

VICE-PRINCIPAL

2018-2019 SCHOOL YEAR

Interested applicants should submit letter of interest, resume and copy of certification(s) to Human Resources or email to jobs@essextech.org (specify position sought in subject area). **Closing date: May 21, 2018.**

QUALIFICATIONS AND REQUIREMENTS

1. New Jersey School Administrator or Principal certificate or Certificate of Eligibility
2. Minimum experience as determined by the Board.
3. Demonstrated leadership skills in the areas of curriculum development, program evaluation, staff development and school improvement.
4. Strong interpersonal and communication skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

JOB GOAL

To assist the Principal in providing leadership and managerial oversight to the instructional program and school operations to ensure a school climate that fosters the educational development of each pupil.

SALARY & TERMS OF EMPLOYMENT

\$102,586 - \$144,040 (2018-2019 contract rate)

This is for full-time position from September 1, 2018 to June 30, 2019. Salary is governed by collective bargaining agreement by and between the Board of Education and the Essex County Vocational Administrators and Supervisors Association.

EVALUATION

Performance of this job will be evaluated annually in accordance with state law and the provisions of the board's policy on evaluation of certified personnel.

The Essex County Vocational and Technical High Schools are public schools supported by County, State and Federal Funds. There are five such programs operated by the Board of Education for the Vocational Schools in the County of Essex. These include four high schools and one adult center. In addition to salary, the Board of Education offers fringe benefits to all employees. These benefits include maintenance of hospitalization insurance including Medical, Dental and Maxor Plus Prescription Plan. The Board also maintains a \$4,000 Group Life Insurance Policy for each employee.

THE BOARD OF EDUCATION OF THE VOCATIONAL SCHOOLS
IS AN AFFIRMATIVE ACTION EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER