



# NORTH STAR CHARTER SCHOOL

## **Job Title: Secondary Principal (Grades 6-12) - North Star Charter School**

**Position Overview:** North Star Charter School is seeking a dynamic and experienced educator to serve as the Secondary Principal for Grades 6-12. The Secondary Principal will play a crucial role in fostering a positive and supportive learning environment, ensuring academic excellence, and promoting the overall well-being of students within the school community. Reporting directly to the Head of School, the Secondary Principal will be responsible for overseeing the day-to-day operations, curriculum development, staff management, and student success in the secondary division.

### **About North Star:**

North Star Charter School (NSCS) is a K-12 public charter school located in Eagle, Idaho. Founded in 2003, NSCS provides students a world-class education characterized by a safe, supportive and structured learning climate that encourages high academic achievement, intellectual confidence, leadership and virtuous citizenship. The school's charter articulates the vision of its founders to think critically and to become virtuous citizen leaders in our local and world community. NSCS curriculum offers an emphasis on business and economics across grades K-12 and the opportunity to participate in a concurrent credit program in grades 9-12 with the option for students to earn an AA upon graduation.

Founded: 2003

School Campus: 839 N. Linder Road, Eagle, ID

North Star's mission represents our belief that all of our students will receive an education that prepares them to handle the issues of the 21st century world by equipping them to think critically and creatively and gain confidence in their skills and knowledge, resulting in citizen leaders with virtue.

### **North Star Charter (what sets us apart and why it's important):**

NSCS's charter has an emphasis on business and economics that makes NSCS unique. The focus on business and economics woven into the fabric of NSCS curricula is considered to be a core foundational skill for NSCS students. By weaving business, economics, communication and leadership skills into the fabric of education, NSCS aims to educate future business, civic and community leaders.

The North Star Learning Environment includes a consistency across the entire K-12 experience of:

- Advanced curriculum/Accelerated learning environment



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- Business/Economics curriculum from K-12
- Certified, highly qualified and passionate teachers
- Emphasis on character development
- Vibrant and engaged parent community

## **Responsibilities:**

### **1. Academic Leadership:**

- Collaborate with faculty to develop and implement a comprehensive curriculum that aligns with educational standards and best practices.
- Foster a culture of continuous improvement, encouraging innovative teaching methods, and ensuring a high standard of academic excellence.
- Monitor student progress through data analysis and implement strategies to address academic challenges.

### **2. Administrative Oversight:**

- Manage and oversee the daily operations of the secondary division, including scheduling, discipline, and extracurricular activities.
- Work collaboratively with the Head of School to develop and implement policies that promote a safe and inclusive school environment.
- Ensure standardized testing and assessment procedures are emphasized 6-12.

### **3. Staff Management and Development:**

- Recruit, hire, and retain qualified and passionate teaching staff.
- Provide guidance, mentorship, and professional development opportunities for faculty and staff.
- Conduct regular evaluations and support the growth of educators within the secondary division.

### **4. Student Support and Well-being:**

- Foster a positive and inclusive school culture that prioritizes the social-emotional well-being of students.
- Implement effective behavior management strategies and collaborate with support staff to address individual student needs.
- Engage with parents/guardians to build positive relationships and address concerns.

### **5. Community Engagement:**

- Collaborate with the broader school community to enhance parent and community involvement in the secondary division.
- Represent the school at community events, fostering positive relationships with local stakeholders.
- Act as a liaison between the secondary division and the Head of School.

## **Qualifications:**

- Master's degree in education, educational leadership, or a related field.
- Minimum of 5 years of experience in education, with a proven track record of successful school leadership is preferred.



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- Valid administrative certification.
- Strong interpersonal and communication skills.
- Demonstrated ability to lead and motivate a team.

**Application Process:** Interested candidates should submit a cover letter, resume, and contact information for three professional references to Head of School, Andy Horning [ahorning@northstarcharter.org](mailto:ahorning@northstarcharter.org). Interviews will be conducted on a rolling basis until the position is filled.

North Star Charter School is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.