

Assistant Principal (AP) and Principal Mentor

Position Details

Job Code: U9999

Reference Code: A105

Division/Unit: Leadership and Professional Learning

FLSA STATUS: EXEMPT

Position Summary

AP and Principal Mentors will be responsible for serving in a leadership role within the Leadership and Professional Learning Division (LPLD) in the Clark County School District (CCSD). Mentoring responsibilities include working alongside newly appointed AP's or principals to provide guidance and support to promote their leadership capabilities. This position requires and encompasses responsibilities beyond the regular work assignment.

Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Promotes and builds leadership capacity and effectiveness in current AP's and principals.
2. Advances and promotes the use of research-based leadership practices.
3. Supports novice AP's and principals in learning and implementing leadership behaviors and actions.
4. Supports the increase in the authentic personal and professional learning of novice AP's and principals to become effective leaders.
5. Observes the abilities and strengths of future administrative candidates.
6. Attends professional learning provided by the District and mentor professional learning community sessions.

7. Performs other duties related to the position, as required.
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Position Expectations

1. Strong knowledge of effective instruction, including the Nevada Educator Performance Framework (NEPF); the supervision and evaluation of teachers; alignment of the curriculum, instruction, and assessment; lesson planning; and data analysis.
 2. Strong knowledge of effective instructional strategies, as well as researched-based systems and structures to improve student success.
 3. Model effective leadership skills and concepts.
 4. Possess effective communication, collaborative, and interpersonal skills.
 5. Possess a high level of self-confidence balanced with a servitude leadership approach, initiative, self-direction, and motivation.
 6. Exercise diplomacy, sound judgment, leadership, problem-solving skills, and accountability.
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Position Requirements

Currently serving as an effective school AP or principal in the Clark County School District.

Preferred Qualifications

None Specified.

Salary and Benefits

AP's and principals selected for this position will receive hours of CCSD-approved professional learning in alignment with Article 20-15 of the Negotiated Agreement or compensation in accordance with Article 20-6 of the [Negotiated Agreement between CCSD and the Clark County Association of School Administrators and Professional-Technical Employees](#).

When applying for an administrative position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or military status or other characteristics protected by applicable law. Here at Clark County School District we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity we have the power to reflect the community we serve.

Job Revision Information

- Revised: 04/04/22
- Created: 08/17/20