

# Clayton Municipal Schools

Clayton, New Mexico

*Together for Student Success*

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## Notice of Clayton High School Principal Vacancy 2016-2017

### **Job Description:**

- Innovative and energetic instructional leader
- Oversees and is responsible for all aspects of the operation of New Mexico Public Schools in full compliance of all federal, state, and local laws, regulations, board policies, and complies with all requirements of the New Mexico Public Education Department.
- Improve success by elevating school-wide performance and student outcomes.
- Ensure all students are provided an excellent education.
- The Principal is responsible for curriculum and staff development through formal and informal activities, establishing clear lines of communication regarding the school rules, accomplishments, practices, and policies with parents and teachers.
- Is the primary liaison and works to build relationships with parents, guardians, and students.
- Serves as a visible and articulate presence within the community to enhance support for education.
- Supervises and evaluates assigned staff using the NMTEACH Framework

### **Qualifications:**

- Master's Degree in School Administration
- New Mexico Administrative License
- Ability to communicate a clear vision, mission and goals to multiple stakeholders and work collaboratively.

### **Application Procedure:**

*Application information can be found on Clayton Municipal Schools Website*  
[www.claytonschools.us](http://www.claytonschools.us)

Please submit letter of interest and completed application to:  
Stacy Diller, Superintendent

**Application Deadline:    Until filled**