



Centreville Public Schools

Excellence in Education

Candidate Selection Criteria

Professional Requirements

- Masters plus administrative certificate/endorsement
- Minimum of three years administrative experience preferred

Professional Background and Experience

- Teaching experience preferred
- Building level administrative experience preferred
- Demonstrated success with public relations
- Experience with budget development/management
- Experience with negotiating contracts
- Human Resources experience preferred
- Experience with project management

Leadership Skills

- Collaborative Leadership
- Active Listener
- Direct and concise verbal and written communicator
- Understanding and respectful of community values
- Ability to be an effective team member

Personal Skills and Attributes

- Displays ethical conduct, honesty and integrity at all times
- Transparency
- Recognizes and values their team
- Accepts feedback readily
- Effectively deals with difficult situations
- Overarching love of kids

Salary Range.....\$110,000-\$125,000 (based upon experience and qualifications)