

**Tamaroa Grade School District #5
Superintendent/Principal
Employment Information**

Type of Employment: Full-time permanent, starting July 1, 2019

Position Category: Administration

Grade Level(s): K-8

Salary/Benefits: To be determined by the Board of Education. Regionally competitive for similar districts and dependent upon experience, likely a multi-year contract.

Duties:

Tamaroa Grade School District #5 is seeking an exceptional educational leader to be the chief executive officer and provide professional and educational leadership to the school district, while creating and maintaining positive relationships with District stakeholders.

Duties include, but are not limited to:

- General oversight of all buildings, supplies and equipment belonging to the district.
- Ensuring high student achievement through monitoring, planning, and overseeing curriculum implementation and making recommendations for improvement, with input from the faculty.
- Responsibility for the administration of school policies, plans, programs and otherwise prepare and present facts and explanations necessary to assist the Board of Education
- Prepare an annual budget, property tax levy and oversee the fiscal accounts of the District.
- Administration of grant monies, including Title I, II, IV and REAP
- Make recommendations to the Board concerning the budget, building plans, and the selection of educational materials.
- Recommend for appointment, selection of employment, all teachers and other employees to the Board of Education.
- Conduct all teacher evaluations in accordance to the District evaluation plan.
- Establish and maintain positive relationships and communications with District stakeholders.

Qualifications: Must have or be eligible for Illinois Superintendent licensure

How to Apply: Applicants should submit a letter of interest, resume, proof of certification, copy of transcripts and references to:

Phillip Hamil, Superintendent
Tamaroa Grade School Dist. #5
200 W. Main St.
Tamaroa, IL 62888

Application materials can be emailed to: phamil@tgs5.com

Deadline to Apply: All applications must be postmarked by March 1, 2019 or received via email no later than March 1, 2019.