

Assistant Principal Job Announcement – St. Mary of the Annunciation School, Danvers

St. Mary of the Annunciation School in Danvers is seeking an assistant principal for the 2010 – 2011 academic year. The assistant principal collaborates with the principal to provide spiritual, instructional, and administrative leadership of the school. He/she assists in creating a welcoming atmosphere for all members of the school community. The assistant principal reports directly to the principal of St. Mary of the Annunciation School. The assistant principal oversees the daily arrival and dismissal of students, student discipline, the lunch and recess program, the testing program, book and supply ordering, assists with faculty and staff evaluations, and other duties as requested by the principal.

Qualifications:

The assistant principal of St. Mary of the Annunciation School in Danvers is a practicing Catholic, holds a Masters degree in education and MA certification as a school principal, with significant teaching experience. Catholic school experience preferred.

Interested candidates should email a cover letter, resume, and list of references to Katherine Hunter, Principal, St. Mary of the Annunciation School, Danvers at khunter@stmaryschooldanvers.org. Deadline for applications is August 10.