

Trinity Academy of Hudson Wisconsin (a preschool-8th grade school)

<https://trinityacademyofhudson.org/> is seeking a principal who will fulfill the mission of the school to “Provide academic excellence and develop leaders who love God, love others and serve the world.” The ideal candidate would desire to join a team of highly qualified, dedicated individuals and serve as the administrator and instructional leader of the school, implement policies, programs, curriculum, student services and budget with the mission of the school as the core of decision making. Trinity Lutheran Church desires to hire an individual willing to work alongside the church and lead the school to execute a long term vision and mission to serve the St. Croix Valley in the education of children. Trinity Academy offers a special place to work, teach and learn.

A Christian school principal has many of the same job duties as a principal at a public or secular private school. The Christian school principal is responsible for reinforcing the faith in the school’s culture and environment including leading staff and attending weekly chapel.

Major accountabilities of the position include;

- Oversee and direct the administrative and business functions of the school.
- Ensure fiscal responsibility of the school budget.
- In partnership with the church ensure the safety and security of the facility.
- Execute a high quality program in partnership staff.
- Create and implement printed and electronic communications.
- Determine future needs of a growing school and execute the plan.
- Ensure all children are cared for in the areas of spiritual, physical, emotional and intellectual need in partnership with the team and parents.
- Secure and train highly qualified staff.
- From the Christian perspective establish a school climate that is healthy and positive for teaching, learning and peer interaction for adults and students using excellent communication skills of various forms.
- Actively maintain personal and professional relationships with the community of Trinity Academy and Trinity Lutheran Church.
- Direct supervision of preschool-8th staff, Director of Early Childhood Ministries and Coordinator of Extended Day. Report to the Executive Pastor.
- Ensure annual accreditation goals are met and be familiar with the Wisconsin Religious and Independent School Accreditation.
- Work in partnership with the local public school.
- Execute the 4K community partnership program and student services for qualified students in partnership with the local public school.

Job Qualifications:

- 1) Master’s degree in Education or Administration or ability to obtain within a year.
- 2) Current WI principal licensure 51 or ability to obtain within a year
- 3) Current teaching licensure
- 4) 4+ years of teaching experience
- 5) 3+ years of school administration experience

Benefits: Competitive salary based upon experience. Retirement, Healthcare, Vision, Dental, 403b/Roth, group life insurance paid by employer, paid time off, paid holidays. Additional insurance option available to employees.

Please submit the following to:

Barb Coffey, Human Resources
Trinity Lutheran Church
1205 Sixth Street
Hudson, WI 54016
715-386-9313
bcoffey@trinityhudson.org

- 1) Resume
- 2) Transcripts
- 3) Licensure copies for teaching and principal
- 4) Response to questions listed below

Please respond to the following questions and include the answers with your application.

- 1) What motivated you to become a school principal?
- 2) What is your experience with school safety and security?
- 3) How do you develop your team and cultivate teacher leadership as an effective school administrator.
- 4) Please provide an example of how you have worked collaboratively with different viewpoints to come to consensus or a common vision?
- 5) How does your faith play out in your role as an administrator and/or your personal life?