



RIALTO UNIFIED SCHOOL DISTRICT

ELEMENTARY PRINCIPAL Management Job Description

DEFINITION

Serves as the educational leader of an elementary school with total responsibility to manage all affairs of the school; including the control and supervision of all certificated and classified employees assigned to serve at the school.

ESSENTIAL DUTIES

- Provides leadership in developing and implementing an elementary school program consisting of academic core, supplemental, and intervention services;
- Evaluates both certificated and classified site employees;
- Administers collective bargaining agreements for employees;
- Determines site objectives, identifies needs, and develops long and short term objectives for site improvement;
- Procure materials, supplies, equipment, and facilities;

ent principles and techniques; curriculum alignment, authentic

assessment, learning theory and effective instructional practice.

Ability to: Establish and maintain effective professional working relations | (3) years administrative experience; Have a

proven ability to perform a high level of competence in positions of leadership and responsibility; Bilingual/Biliterate preferred.

Education: Master's degree from an accredited university; valid California certificated Credential; valid California K-12 Administrative Credential; EL authorization or equivalent.

PHYSICAL DEMANDS

Physical class:

Moderate lifting - 50 pounds maximum with occasional lifting and/or carrying objects weighing up to 25 pounds.

Work area requirements:

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Physical requirements:

The time requirements are listed considering this wording and meaning:

Occasionally/low - up to 3 hours

Frequently/Medium - 3 to 6 hours

Constantly/High - 6 to 8 hours

