

Tennessee School for the Blind

is accepting applications for a

Principal

BROAD SCOPE OF THE POSITION:

The Tennessee School for the Blind educates approximate 150 students of all abilities, ages 3 – 22 on its Nashville campus. This position reports to the Superintendent, and is responsible for providing supervision, management, and leadership to the education department. It is a key leadership role within the Tennessee School for the Blind and functions as a member of TSB's Leadership Team.

MAJOR DUTIES AND RESPONSIBILITIES:

- Responsible to ensure all students attain the highest level of responsibility and independence as appropriate to the individual student.
- Instructional leader who develops and maintains programs that instruct students in all areas of the Core and Expanded Core Curriculum.
- Ensures the department coordinates and communicates effectively with other departments within the school.
- Serves as a team member on the Superintendent's Leadership Team; participates in departmental meetings, school and instructional meetings as required.
- Conducts teacher observations congruent with the TEAM evaluation process.
- Responsible for the coordination of professional development for Educational Assistants and their evaluation through the SMART goal process.
- Provides parent consultation; participates in selected parent-focused activities, etc.
- Participates in activities related to professional development and training/workshops as appropriate.
- Plans and/or chaperones on and off-campus activities, appointments, programs and field trips.
- Performs other appropriate duties as assigned.

DESIRED QUALIFICATIONS:

- Minimum of Bachelor's Degree in Education from an accredited college or university.
- Must hold or be eligible for appropriate educator licensure in the State of Tennessee.
- Must have at least 3 years of experience as a School Administrator.
- School Administration certification.
- Certified or willing to become certified as a TVI within 3 years.
- Experience teaching / working with children (in an educational environment) with visual impairments and/or multiple disabilities including severe and profound disabilities.
- Ability to demonstrate competency in Braille.
- TEAM and Administrator certified evaluator.

KNOWLEDGE, SKILLS, ABILITIES:

- Comprehensive knowledge of special education principles (i.e., the Individuals with Disabilities Education Act), practices and procedures, including developing and writing IEPs and performing appropriate teaching techniques.
- Knowledge of and ability to apply current standards-based educational practices associated with children who are visually impaired to a variety of settings.
- General knowledge of visual impairment, including causes, manifestations and adaptations.
- Demonstrates knowledge and skill in the areas of:
 - School leadership,
 - Task analysis,
 - Expanded Core Curriculum instruction and implementation appropriate to a residential setting,
 - Behavior management, and
 - Department level planning.
- General knowledge of medical disorders such as seizures or restrictions; alternate modes of communication; feeding technique and orthopedic impairment/handling and positioning.
- Ability to work cooperatively with others and participate effectively in a team setting.
- Strong, positive interpersonal skills.

CONDITIONS OF EMPLOYMENT:

- Selected applicants must verify experience / highest degree held.
- Direct deposit of paycheck is required.
- TSB is a non-smoking facility in its entirety.
- Selected applicant must comply with the State of Tennessee Employee Drug-Free Workplace Policy, and other policies.
- As required by the Immigration Reform and Control Act (IRCA), selected applicant must verify, within 72 hours of employment, his/her legal right to be employed in the United States.
- Selected applicant(s) will be required to submit to and pass a TBI/FBI background check, to include Tennessee and Federal criminal history checks, child abuse records, employment verification, and professional/personal reference checks.

Supplemental Information

How to Apply:

Fully completed State of Tennessee Employment Application packets should be submitted to:

Nathan Travis, Interim Superintendent
Tennessee School for the Blind
115 Stewarts Ferry Pike
Nashville, TN 37214
E-mail: Nathan.Travis@tsbtigers.org

Please DO NOT submit a State of Tennessee on-line application.

In addition to application (to include salary history and references), please include the following items:

Letter of Interest
Current Resume
Recent Letters of Recommendation, with signature
Copy of Educator Certification
Unofficial Copies of All Transcripts*

*An unofficial copy of transcripts must be submitted at the time of application. Transcripts from colleges or universities outside the United States must be assessed for U.S. equivalency by a NACES educational credential evaluation service. This documentation is the responsibility of the applicant and must be included as part of your application materials. Failure to provide a transcript or credential evaluation report may result in your application being rejected and you will not be able to continue in the selection process for this announcement.

Candidates with disabilities who require special accommodations or alternative communication formats should contact the Superintendent's Office at (615) 231-7316 no later than five days prior to their scheduled interview to facilitate reasonable accommodations.

**The State of Tennessee is an Equal Opportunity Employer;
Discrimination on the Basis of Age (Over 40), Race, Sex, Color, Religion,
National Origin, Disabling Condition or any other Non-Merit Factor is Prohibited.**