

Director / Head Administrator

Liberty Preparatory School of Wayne County is seeking a Director / Head Administrator to serve as the leader of staff and students. The ideal candidate will have proven leadership capabilities, unquestionable honesty and integrity, and a commitment to meeting the needs of students. Proven leadership in the areas of staff development, special education, or career prep will be considered.

Liberty Prep is a successful grade 9 – 12 Credit Recovery School located in Smithville, Ohio and currently serving 45 – 60 students. The School has a proven record of graduating 15 - 20 students per year. Current staff includes 4 Teachers / Tutors, and an Administrative Assistant.

Qualifications:

Valid Ohio Administrative license for grades 5-12.

Clean BCI/FBI Background Check, or ability to obtain one.

Wage or Salary: The Board of Education anticipates offering a multi-year 200 to 210-day contract. Salary and benefits will be determined based on background and experience.

Approximate Work Hours or Days: Monday-Friday, 40 Hours/Week

How to Apply:

Qualified applicants should submit the following documents to:

Treasurer Sandy L Hadsell nrcn_shadsell@tccsa.net

P.O Box 4443 Creston, Oh 44217.

Applications should include:

1. Letter of interest and qualifications
2. Current resume and transcripts
3. Copy of Ohio Administrative license
4. List of three references with contact information.

Proposed Timeline:

Applications accepted through June 2, 2023

Interviews: June 5 – 16, 2023

Action to Employ: June 22, 2023

Employment to begin August 1, 2023, or before.