

POSITION ANNOUNCEMENT
NORTH SANPETE SCHOOL DISTRICT

The North Sanpete School District is accepting applications for the following position for the 2025-26 school year:

ASSISTANT PRINCIPAL

North Sanpete High School

North Sanpete School District is seeking a dynamic, student-centered Assistant High School Principal to join our leadership team at North Sanpete High School. The ideal candidate will be committed to fostering a positive school culture, supporting student success, and collaborating with staff, families, and the community. This position supports the principal in administering school operations, instructional programs, student services, and staff supervision.

Key Responsibilities

Instructional Leadership

- Support the development and implementation of effective instructional practices.
- Analyze student achievement data to guide school improvement efforts.
- Assist with professional development and coaching for teachers and staff.
- Promote a culture of high expectations, equity, and continuous improvement.

School Operations & Management

- Assist in managing daily school operations and ensuring a safe, orderly environment.
- Supervise and evaluate licensed and classified staff as assigned.
- Oversee attendance, discipline, and behavior management systems.
- Coordinate school events, schedules, assessments, and building-wide logistics.

Student Support

- Support the academic, social, and emotional well-being of all students.
- Collaborate with counselors, special education teams, and intervention staff.
- Lead initiatives that promote positive behavior, student engagement, and inclusivity.

Family & Community Engagement

- Foster strong communication and partnerships with families and community stakeholders.
- Represent the school at events, meetings, and community functions in the evenings and some weekends – this is required extra duty hours.
- Respond to concerns and help maintain a welcoming, supportive school environment.

Qualifications

- Valid administrative license or eligibility for licensure (e.g., Assistant Principal/Administrative Endorsement).
- Master's degree in Education, Educational Leadership, or related field.
- Teaching experience preferred; leadership experience preferred.
- Strong communication, collaboration, and organizational skills.
- Knowledge of secondary education, instructional best practices, and school management.
- Demonstrated ability to build relationships and work effectively with students, staff, and families.

CLOSING DATE FOR IN-HOUSE APPLICATIONS - Monday, Dec. 8th @ 3:00 pm

- In-house applicants please contact the district office to activate your current application we have on file. You may submit an updated resume if you would like to include one.

CLOSING DATE FOR OUT OF DISTRICT APPLICATIONS - Wednesday, Dec. 17th @ 3:00 pm - these applications will be considered if unable to fill in-house.

- Out of district applicants please submit a resume, a statement of philosophy of education and letters of recommendation, along with a certificated application https://irp.cdn-website.com/43e0c387/files/uploaded/Certificated_Application_NSSD.pdf to the North Sanpete School District Office, 220 E 700 S, Mt. Pleasant, UT 84647 or email ohansen@nsanpete.org AND mames@nsanpete.org .

North Sanpete School District is an equal opportunity employer. Applicants are considered on the basis of employment qualifications without regard to race, color, political affiliation, religion, sex, national origin, age, marital status, medical condition, or disability.