



# Los Angeles Unified School District

Ready for the World

## AUGUSTUS F. HAWKINS HIGH SCHOOL

### Assistant Principal, Secondary

The Los Angeles Unified School District seeks an outstanding Assistant Principal, Secondary to partner with the Principal to lead the students, staff, and community at Hawkins High School towards academic excellence.

Augustus F. Hawkins High School is a comprehensive high school serving nearly 1200 students in grades nine through twelve situated in Los Angeles, California. At Hawkins, we are dedicated to raising college and career ready transformative leaders who will collaborate, apply academic excellence, and honor cultural values to create equitable local and global communities. The newly appointed Assistant Principal will work collaboratively with the school Principal by maintaining a comprehensive, instructionally effective, and operationally compliant program that accelerates the academic achievement of all students.

**The Ideal Candidate:** will have knowledge of Common Core State Standards, LAUSD Teaching and Learning Framework, culturally and responsive pedagogy; have the ability to supervise and evaluate instructional programs and facilitate professional development; have strong and effective planning and organizational skills; ability to interpret data to inform decisions that will effectively drive instruction; identify specific, measurable goals and the pedagogical strategies to meet those goals; organize and lead instructional rounds on a weekly basis; provide actionable feedback in a supportive and caring manner to teachers; familiarity with the EDST process; and have experience collaborating with all state holder, community-based organizations, and families to promote a culture of high expectations and academic excellence. Experience with operations in LAUSD or other large school district, systems thinker, trauma informed, effective communication skills, and knowledge of google platforms are also desirable qualities.

#### **SALARY: 40G - B Basis (\$108,991 – \$135,742) – 221 paid days**

- For an annualized employee who is changing basis during the year, this change may result in an annualized "settlement" (i.e., the process by which the District resolves an under or overpayment).
- Selected individual may be subject to displacement due to budget limitations.
- For employees who change basis during the school year, this basis change may prevent them from earning a full year of service credit.

#### **Required Experience must be in a public school setting:**

- Five years of successful full-time public school certificated service
- Three years of experience as a teacher in a K-12 program
- Two years of experience at a middle or senior high school
- One year in a non-classroom leadership position (i.e., Categorical Adviser (0704), Temporary Adviser, Out of Classroom Assignment (0706), or Instructional Coach)

Employees who have been issued a below standard Performance Evaluation, or Notice of Unsatisfactory Act(s) and/or Suspension shall be ineligible for application to any promotion process for one calendar year following the issuance of such a Notice.

#### **Minimum Requirements include:**

All minimum requirements must be met on or before the filing deadline. It is the responsibility of the applicant to ensure that documentation of minimum requirements is on file with the Human Resources Administrative Selection Unit. For information on submitting your documentation, please call email [aida.rodriquez@lausd.net](mailto:aida.rodriquez@lausd.net).

- A valid California teaching credential requiring a Bachelor's degree and a program of professional preparation, including student teaching
- A valid California Administrative Services Credential
- Master's degree from an accredited college or university
- Multicultural coursework\*
- District Master Plan requirements\*

\*Candidates have one year to complete this requirement

For all school based administrative positions, candidates must be in the appropriate LAUSD eligible pool for the position or currently serving in the class for which they are applying. In order to be placed in the eligible pool, candidates must successfully complete the appropriate LAUSD Aspiring Administrator Program. Qualified applicants not in an eligible pool from within or outside LAUSD may be considered if fewer than five applicants from the eligible pool apply for the position.

**Application Procedure:**

To be considered, you must submit the following:

1. Letter of Intent that describes successful experience in the following areas:
  - Discuss your experience working with various subgroups. How have you effectively supported diverse populations i.e., students with IEPs, English Learners, etc.?
  - Describe a time you interpreted data to make instructional decisions and ensured a culturally and responsive pedagogy that resulted in student academic achievement.
  - How have you provided actionable feedback and ensured effective implementation as it relates to improving instructional outcomes?
2. Current resume (include employee number, if a District employee)
3. A list of three (3) professional references with their contact information, including one from your immediate supervisor, a Teacher, and a Parent/Community member.

Applicants are advised that meeting the stated minimum requirements does not ensure an invitation to an interview. For applicants invited to the next step of the selection process, please note that initial interviews may be facilitated via a virtual platform.

**To apply, please use the following link:** [https://bit.ly/south\\_hawkins\\_hs\\_ap\\_23-12](https://bit.ly/south_hawkins_hs_ap_23-12)

**For information only:**

Maisha James-McIntosh, Regional Director  
[maisha.mcintosh@lausd.net](mailto:maisha.mcintosh@lausd.net)  
**Region South**

**DEADLINE DATE: JANUARY 8, 2024 – 4:00 P.M.**

**MATERIALS SENT BY SCHOOL MAIL, U.S. MAIL OR FAX WILL NOT BE ACCEPTED  
DO NOT SEND HARD COPIES OF APPLICATION MATERIALS.**