



Endeavor Hall  
Public k-8 Charter School  
West Valley City, Utah

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*Endeavor Hall is a public k-8 charter school that serves students desiring to acquire superior writing skills in the context of an academically challenging curriculum in preparation for collegiate studies and careers.*

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## JOB OPENING: DIRECTOR/ PRINCIPAL

Endeavor Hall is looking for a dynamic professional who will lead our community of teachers, parents, and students toward learning growth and individual student success.

### RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:

- Oversee school-wide discipline and behavior program
- Communications
- Public Relations
- Student Enrollment with Marketing & Retention efforts
- Student & Staff Handbooks
- Staff oversight
- School Lunch Program
- Parent Volunteer Organization
- Grant writing
- Oversight of hiring & terminations, in consultation with Head of Teachers or Business Manager
- Employee Performance Evaluations in consultation with Head of Teachers and Business Manager
- Implementation of School's strategic priorities
- Strategic Budget Planning
- Oversee Building Maintenance
- Correlate meetings with Business Manager and Head of Teachers
- Oversee IT
- Regular reporting to the Board of Directors
- Serve as an exemplary model of character to the Endeavor Hall community

### REQUIREMENTS

- Applicant must have at minimum a Bachelor's Degree in Education or a related human services field, preference may be given to candidates holding a Master's Degree and/or an educational administrative endorsement. The Board of Directors acknowledges that a person with a business, public administration, or other related background may be able to fill the position.
- Strong interpersonal skills, ability to communicate verbally and in writing with students and parents, supervisory skills and background working with youth are required.
- Must demonstrate strong organizational skills and task/project management abilities
- Salary is commensurate with experience.

### APPLY

Please send your resume to [jobs@endeavorhall.org](mailto:jobs@endeavorhall.org). All candidates must pass a background check. Prior to scheduling an interview, additional information will be requested. For additional information about Endeavor Hall please visit our website at [www.Endeavorhall.org](http://www.Endeavorhall.org). We look forward to meeting you.