



## Job Title: Dean of Students

### Job Posting

EDUPRIZE SCHOOLS-Queen Creek campus is seeking a dynamic and energetic school leader to fill the Dean of Students position. EDUPRIZE is the oldest charter school in Arizona and fully accredited with COGNIA. We are proud of the dedication of our staff and the outcomes they achieve for our students as shown through our A+ designation and A school letter grade.

### Duties and Responsibilities

- Assists in the overall administration of the school
- Support the assistant principal with student conduct and student discipline
- Addresses parent issues and documents accordingly
- Observes and evaluates staff performance
- Oversees social groups and programs
- Reviews lesson plans and provide feedback to teachers
- Serves as District Representative for IEP/MET meetings
- Attends school events as assigned
- Other duties as assigned

### Minimum Requirements

- Valid Arizona Administrative Certificate (preferred)
- Two years of administrative experience (preferred)

Job Types: Contract, Full-time

Pay Starting Amount: \$65,000.00 per year