

High School Principal – Versailles Exempted Village Schools

Start Date: 08/01/2026



Duties

Versailles High School seeks a principal who values relationships, believes deeply in student potential, and leads with both empathy and high expectations. The successful candidate will be visible, collaborative, and committed to continuous improvement for students and staff. The successful candidate will lead a high-performing school through continuous improvement, foster a culture of trust and accountability, and ensure excellence in teaching, learning, and student support.

Experience Required

Qualifications include, but are not limited to, the following:

- Master's degree in educational administration
- Valid Principal license covering at least grades 9-12 issued by the state of Ohio Department of Education and Workforce
- Successful experience as a teacher and administrator
- Demonstrated experience leading adult learners to improve instructional practice and student outcomes
- Ability to work successfully on an administrative team in support of district goals and initiatives
- Ability to manage multiple priorities effectively
- Demonstrates high moral character and ethical leadership
- Clear FBI/BCI background checks
- Valid OTES 2.0 and school counselor evaluator credentials, or the ability to obtain

Required Knowledge, Skills, and Performance Abilities

- The position requires a strong, visible presence within the school and broader community.
- Strong collaboration and communication skills, including the ability to clearly articulate expectations, actively listen, and work effectively with diverse stakeholders.
- Organizational and problem-solving skills
- Strong knowledge of the Ohio curriculum and success as a teacher
- Strong technology skills
- Excellent attention to detail
- Leadership style focused on continuous growth for both staff and students.
- Keep the Superintendent continually informed regarding conditions of the school and activities therein.
- Be an instructional leader and facilitator of high-quality professional development.
- Participate in the further development of staff leadership through district initiatives such as "K-12 Literacy team, Authentic Learning team, Technology Tools team, and Success Skills team (Social Emotional Learning)



- Be responsible for maintaining positive public relations with the community and for utilizing the community resources to enrich the learning opportunities of students
- Work with the Superintendent in the assignment of teaching personnel within the building. Oversee the hiring process of building staff, making recommendations to the Superintendent for the employment of future employees.
- Attendance and reports at monthly Board of Education meetings
- Attendance at evening and weekend events.
- Collaborate closely with the Special Education Director to ensure full compliance with IEP and 504 requirements while supporting inclusive and student-centered practices.
- Work with and provide direction to the School Counselor regarding the master class schedule and individual student schedules
- Implement, monitor, and offer suggestions to the Superintendent regarding student discipline policies and procedures.
- Be driven by school improvement through the use of multiple data sources, with the ability to guide staff in implementing data-driven instructional and organizational changes.
- Lead and complete all teacher and counselor evaluations in accordance with OTES 2.0, with a focus on growth, accountability, and instructional excellence.
- Manage attendance and truancy concerns. Communicate the same with appropriate professionals and families.
- Building budgetary management and fiscal decision-making responsibilities.

Wage or Salary

The Board anticipates offering a multi-year 230-day contract. Salary and benefits will be competitive based upon background and experience. Placement on the administrator salary schedule will be based on prior experience.

District website: <https://www.versailles.k12.oh.us/>

District Local Report Card: <https://reportcard.education.ohio.gov/district/045633>

High School Local Report Card: <https://reportcard.education.ohio.gov/school/038414>

How to Apply:

Interested applicants should complete the application on the district website found at <https://www.versailles.k12.oh.us/page/employment>

Please submit your cover letter, resume, application, letters of reference, and any other related application materials electronically via email to Superintendent David Harmon. Please include in the email header “Versailles High School Principal Applicant”...

Email all application materials to both Superintendent David Harmon at david.harmon@vtigers.org and Jodie Bohman, Superintendent's Administrative Assistant, at jodie.bohman@vtigers.org by Friday, February 6, 2026

