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Welcome to the Indian Hill Exempted Village School District

Ranked consistently as one of the top-performing schools in Ohio and nationally – the vision of the Indian Hill Exempted Village School District (IHEVSD) is our #IHPromise which prioritizes our students by empowering their voice in a personalized, collaborative, and inclusive learning environment.

A Legacy of Enduring Excellence

Niche ranked No. 1 school district in Ohio; US News & World Report ranked #7 school district in Ohio; a National Association of Music Merchants (NAMM) “Best Communities for Music Education” eight consecutive years; a Project Lead The Way (PLTW) “Distinguished School” for science, technology, engineering, and math (STEM) learning three consecutive years at Indian Hill High School, with STEM programming evolving K-12; and an “Enquirer Top Workplace” as voted by employees eight consecutive years, from our programming to our organizational culture – the Indian Hill Exempted Village School District is results driven, with standards of excellence that endure.

Our Campus

Located in a lush campus protected by large woods and rich with natural beauty, the Indian Hill Exempted Village School District resides in the heart of the Village of Indian Hill, an affluent suburb of Cincinnati. Around 2,200 young scholars enjoy the exceptional educational services IHEVSD offers ensuring each student’s intellectual development, personal growth, and social responsibility. IHEVSD serves students in the Village of Indian Hill; Kenwood; parts of Symmes Township; Camp Dennison; and a few houses in Loveland.

Indian Hill High School – #1 in Ohio

Ranked as the Niche Best in Ohio, Indian Hill High School has a singular focus - creating an unparalleled student experience. Our commitment to leadership development within our Braves to acquire skills that transcend the typical school experience can be seen through our IH Experienceships program, where our students connect with over 40 partners to get real-world experience! We work not only for our students, but also with them to make IHHS the best. Last year, we asked our students a question: What could make your Indian Hill High School experience EVEN better than it is – and a “Shark Tank” competition was born: The BIG Pitch. Innovative learning, plus 30 AP classes, an ACT composite score 7 points above the national average and unparalleled experiences in the arts and athletics. Read more about what it means to be an Indian Hill School School Brave by viewing our [annual profile](#).

Our Brave Story

Our administrative leaders form a team of top communicators well versed in sharing the incredible story of our District through regular celebrations of our students and our staff. See our #IHPromise in action, at www.indianhillschools.org where you can meet [Our Team](#), explore our [five-year strategic plan](#), and learn details about [Indian Hill Middle School](#).

Join our social media conversation – Facebook: [Indian Hill Exempted Village School District](#); Twitter: [@IHSchools](#); Instagram: [indianhillschools](#); YouTube: [IHSD Communication](#).



**Indian Hill School District –
Learners as Doers, Learners as Individuals, Learners as the Whole Child**

POSITION:	Principal
LOCATION:	Indian Hill High School
STARTING DATE:	2023-24 School Year
CATEGORY:	Administrator
REPORTS TO:	Superintendent
SALARY RANGE:	\$105,000 - \$130,000
STATUS:	FLSA Exempt; Section 3319.02 – ORC
GENERAL DESCRIPTION:	<p>Do you want to work with the best students in the world?</p> <p>Do you have what it takes to lead the top-ranked high school in Ohio?</p> <p>Are you interested in helping lead a world-class staff?</p> <p>If so, Indian Hill Schools would like to meet you!</p> <p>The top ranked Indian Hill High School seeks a leader who will foster a love of innovation and love of learning. They will also administer an effective, efficient school program that provides the optimal educational program for all students.</p>
PREFERRED SKILLS:	<ol style="list-style-type: none">1. Three or more years of experience as an administrator2. Previous experience at the secondary level3. History of innovation within instruction and educational spaces
PERFORMANCE RESPONSIBILITIES (ESSENTIAL FUNCTIONS*):	<ol style="list-style-type: none">1. Provide direction and instructional leadership to the school.2. Administer the overall educational program in accordance with District policies and administrative guidelines, Operating Standards for Ohio Schools, and the provisions of State and Federal law.3. Promote the District’s philosophy and goals in the development, implementation, and continuous improvement of the instructional program.4. Foster a culture of continuous improvement, encouraging teachers to explore and adopt best practices in teaching and learning.5. Developing and maintaining focus on staying future driven with students at the center of it all.



6. Engage parents and community members in the educational process and in the support of student learning, achievement, and overall well-being.
7. Develop and maintain positive school-community relationships and timely communications.
8. Allocate resources and manage school operations to provide a safe and productive learning environment.
9. Respect the diversity of culture, language skills, and experiences of students, parents, and staff.
10. Cultivate student involvement, responsibility, leadership, and personal well-being.
11. Administer District policies and administrative guidelines for student attendance and conduct.
12. Foster a positive and collaborative work environment that values teamwork and shared goals.
13. Participate in the recruitment, selection, retention, and development of support and instructional personnel.
14. Assign, supervise, evaluate, and make employment recommendations for all instructional and support personnel assigned to the building.
15. Coordinate the schedules, duties, and responsibilities of associate principals, assistant principals, other administrators, supervisors, and specialists assigned to the building.
16. Embrace and lead initiatives that integrate technology, innovation, and 21st-century skills into the curriculum.
17. Cultivating a positive environment by building a culture with students at the center.
18. Maintain organization and co-designing school norms that help represent high standards for behavior and expectations for staff and students.
19. Promote appropriate professional learning programs, onboarding, and continuous training for building staff.
20. Administer the program of health, safety, and guidance services for students.
21. Maintain records as required by law, District policy, and administrative guidelines.
22. Administer the system of student records, progress reporting, and management information and reporting.
23. Maintain complete and accurate accounting and reporting of necessary staff information.
24. Oversee the administration of the extracurricular program and provide adequate supervision at all school events.
25. Take all necessary and reasonable precautions to protect students, staff, equipment, materials, and facilities.
26. Administer all promotions, recognitions/awards, graduation, and related activities.



27. Provide for the coordination and supervision of all programs and activities, including instructional programs and extracurricular/co-curricular activities.
28. Coordinate budget preparation and implementation.
29. Requisition all material, supplies, and equipment as needed to carry out the program.
30. Oversee the operations of a comprehensive program of food service, building maintenance, custodial service, and care to the school and District facilities.
31. Meet the professional expectations of attendance, suitable attire and decorum, participation in building and District meetings/functions, and support of District initiatives.
32. Stay current on educational trends and research to implement cutting-edge practices that enhance the overall educational experience.
33. Respond to specific requests from the Superintendent on matters affecting the program and operation of the District.
34. All other duties as assigned by Superintendent or Superintendent Designee.

QUALIFICATIONS:

1. Valid Ohio Administrative license - Principal.
2. Master's degree or higher from an accredited college or university.
3. Successful experience as a teacher and administrator.
4. Knowledge of Ohio School Law.
5. Proficient in computer skills and knowledge of applications necessary to access timely and relevant information and be able to disseminate same.
6. Good health and good attendance record.

PHYSICAL/OTHER REQUIREMENTS:

1. Able to access classroom, office, and appropriate areas of school and District property and facilities.
2. Exemplary communication and interpersonal skills.
3. Able to present information to individuals, small groups, and large groups in a clear and compelling manner.
4. Able to work successfully with students, parents, teachers, administrators, and the community.
5. Suited for situations that require the ability to plan ahead, yet remain flexible enough to adapt to new situations or react to emergencies.
6. Suited for situations that require the ability to interact well with other people, but also the ability to work independently.



OTHER PROFESSIONAL EXPECTATIONS:

1. Serve as a role model for students in how to conduct themselves as citizens and as responsible human beings.
2. Instill in students the belief in and practice of ethical principles and democratic values.
3. Keep up-to-date and knowledgeable of educational issues, academic content, and instruction-related matters.
4. Use technology resources in accordance with District policies and administrative guidelines and the provisions of State and Federal law. Online conduct, including postings to social media, shall be in a manner sensitive to the employee's professional responsibilities.
5. Perform other duties related to the role as assigned.

ADDITIONAL WORKING CONDITIONS:

1. Occasional exposure to blood, bodily fluids, and tissue.
2. Occasional operation of a vehicle under inclement weather conditions.
3. Occasional travel and/or evening/weekend work.

The employee shall remain free of any alcohol or non-prescribed controlled substance in the workplace throughout his/her employment in the District. In addition, the employee shall be free of any substance, prescribed or otherwise, that impairs the employee's work performance or the safety of others while on duty.