

# TRUSSVILLE CITY BOARD OF EDUCATION

## JOB VACANCY

**To: Principals**  
**From: Patrick M, Martin, Ph.D., Superintendent**  
**Re: Job Vacancy No. 26-33**

POSITION ANNOUNCEMENT TO BE POSTED AT EACH SCHOOL AND AT THE BOARD OFFICE

Date: April 21, 2026

Position/Title: Assistant Principal  
 School/Work Site: Paine Elementary School

Grade Level(s) or Area: Grades PreK – 5<sup>th</sup> grades

Job Description: See Job Description Binder or access website [www.tcsk12.us](http://www.tcsk12.us) with Job Descriptions found under employment

Minimum Certificate or Qualifications Required: Master’s Degree with a major in educational administration from an accredited institution.  
 Valid Alabama certificate to practice as a school administrator

Minimum Experience Required: Two or more years successful experience as a classroom teacher.

Salary: Contract Assistant Principal – salary negotiable (dependent upon degree and years of experience)

Contract Length: 12 Months/240 Days

**Apply on Hire True Website - <https://careersalk12education.org/trussvillecity>**

### JOB VACANCY ANNOUNCEMENT CHECKLIST

(FOR CENTRAL OFFICE USE ONLY)

ACTION	PERSON RESPONSIBLE	DATE COMPLETED	INITS
AUTHORIZATION TO HIRE	Superintendent	4/20/2026	PM
BOARD ACTION	Administrative Assistant to the Superintendent	4/21/26	RW
JOB POSTING REMOVED AND FILED	Administrative Assistant to the Superintendent		

Note: In accordance with state law, job announcements must be posted at the Board Office for a minimum of 14 days prior to Board action.

Every applicant and employee is entitled to equal treatment with regard to all terms and conditions of employment, assignment, promotion, demotion, salary, dismissal, and training. The Trussville City Board of Education is an equal opportunity employer. It is the official policy of Trussville City Board of Education that no person, on the grounds of race, color, disability, sex, religion, national origin, age, or other legally protected status, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.