

VACANCY ANNOUNCEMENT

Clark County School District #161 is seeking qualified candidates for a
K-12 SCHOOL ADMINISTRATOR
for the 2026-2027 School Year

The School Administrator oversees a total of approximately 110 students. The administrator will work approximately four days a week, M-TH 7:30 to 5:00, and one Friday a month, starting two weeks prior to the start of the school year and one week after school ends. This is a fully benefited position to include health insurance, PERSI retirement, and many voluntary benefit options. Salary depends on years of experience and credits earned.

JOB DESCRIPTION:

- Job location is at the Clark County School District, 43 West 2nd South, Dubois Idaho
- Direct the day to day operations of both Lindy Ross Elementary and Clark County Jr. Sr. High School
- Supervise and evaluate certified and classified staff.
- Supervise various student activities in and outside the normal school day
- Assist in planning of professional development activities for all teacher workdays.
- Guide teachers in the implementation of Standards, and PBIS
- Promotes positive student behavior
- Serve on various educational and safety committees
- Promote Excellence in Education for all students
- Set Building Level Goals and direct planning/instruction to meet them
- Ability to establish and maintain positive relationships with community groups, patrons, and students to foster understanding for overall school objectives and programs.

QUALIFICATIONS:

- Master's Degree with Idaho Principal Endorsement, or ability to obtain one
- Ability to pass background investigation. Background check and fingerprinting fees are paid by the applicant
- Must have excellent leadership skills, be pro-active, and team oriented
- Knowledge and experience with current best practices in content instruction, student behavior management, and teacher performance assessment
- Understanding of Special Education instructional delivery service models, including methods and materials
- Ability to work with ESL students and their parents
- Knowledge of resources available for students and their parents through interagency collaboration
- Familiarity with Positive Behavioral Interventions and Supports (PBIS) preferred.

APPLICATION DEADLINE:

Open until filled

POSITION BEGINS:

Approximately August 10, 2026

SALARY:

Depends upon training and experience, Minimum \$90,000.

APPLY TO:

Clark County School District
PO Box 237
43 West 2nd South
Dubois, Idaho 83423
208-374-5215

An application may be obtained online at the Clark County District website: www.clarkcountyschools161.org

FINGERPRINTING/CRIMINAL BACKGROUND CHECK REQUIRED

Compliance with Clark County School District #161 Drug Free work policy is required.

Equal Opportunity Employer

Clark County School District is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.