



4603 Oak Hill School Rd. Lenoir, NC 28645

Job Posting: Principal

School Name: Oak Hill Charter School

Location: Lenoir, NC

Position Type: Salary (Full-Time)

Reports to: Board of Directors

About Oak Hill Charter School

Oak Hill is a K-8 mission-driven charter school dedicated to providing the best educational opportunities for the students, families, and teachers in Caldwell County and surrounding areas.

We are seeking a **Principal** to provide immediate leadership and stability during a leadership transition period. This individual will serve as the head of school, ensuring that daily operations and academic priorities are fulfilled. The Principal will be responsible for ensuring that the mission and vision of the school is carried out.

Key Responsibilities

- Provide strong, steady leadership to maintain school culture.
- Oversee day-to-day operations of the school, including instructional leadership, staff supervision, and student support.
- Ensure fidelity to academic programs, curriculum, and accountability requirements.
- Support teachers and staff with professional communication, problem-solving, and instructional needs.
- Maintain effective communication with parents, families, and community partners to foster trust and transparency.
- Uphold all compliance, safety, and reporting requirements as directed by state law and the Board.
- Collaborate with the Board of Directors to ensure smooth governance and alignment with school goals.

Qualifications

- Valid Principal/Administrator license (preferred, but not required; strong leadership experience may substitute).
- Minimum 5 years of successful teaching and/or administrative experience.
- Minimum 3 years of school leadership experience, preferred (Principal, Assistant Principal, or equivalent).
- Demonstrated ability to lead with integrity, communicate clearly, and maintain stability during change.
- Knowledge of charter school operations and compliance is preferred.
- Strong organizational, problem-solving, and interpersonal skills.

Term of Appointment

- Position begins: Jan 1, 2025

Compensation

- Competitive salary commensurate with experience.
- Benefits package available for the duration of the appointment.

Application Process

Interested candidates should submit the following:

1. Resume/CV
2. Cover Letter addressing leadership
3. Three professional references (at least one from a current or recent supervisor)

Submit applications to: Eric Wilson, Board Chair eric.wilson@oakhillcharternc.org

Position Open Until Filled