



1207 Cambridge Rd. \* Coshocton OH 43812 \* PH: (740) 622-1901 \* FX: (740) 623-5803 \* [www.coshoctoncityschools.com](http://www.coshoctoncityschools.com)

## ADMINISTRATIVE JOB POSTING

January 7, 2026

**Title: Assistant Principal**

Building: Coshocton Elementary School

Effective: 2026-2027 School Year

Calendar: 210 Days

Qualifications:

- Candidates must have a current elementary principal license, as well as experience in leadership, curriculum, discipline, and sound judgment.
- Administrative Experience at the elementary level preferred
- Strong leadership qualities and demonstrated leadership in school improvement initiatives.
- Strong communication skills
- Strong community individual
- Excellent facilitator and team player
- Ability to gauge student learning and adjust curriculum effectively
- Ability to positively affect student learning
- Successful completion of BCI/FBI background checks

Submit the following items:

- Letter of Interest (Cover Letter)
- Resume
- Copy of certificate/licensure

**PLEASE SUBMIT TO: [matthew.nicholas@coshoctoncityschools.com](mailto:matthew.nicholas@coshoctoncityschools.com)**

**Send required info by Friday, January 30<sup>th</sup>.**