



# Principal Hiring Process

## Phase 1

**Post and Screen for Minimum Qualifications**

**Gather Desirable Characteristics from Community Meeting**

**Paper Screen by Area Assistant Superintendent & School Staff Member**

**Develop Interview Questions**

## Phase 2

**Tier I Interview with Community & Staff**

**Tier II Interview with Superintendent**

**Check References of Candidate Selected**

## Phase 3

**Board Approval**

**Job Offer**

**Brief Overview of the Hiring Process**

### **Tier I –Interview Process Using District Characteristics to Drive the Questions**

- Characteristics that speak to the District’s Core Values, District Strategic Plan, District Initiatives, and Job Description
- If successfully paper-screened, Candidates contacted for an interview
- Interview held with community and staff panel

### **Tier II—Superintendent and Board Level**

- Superintendent Level interview
- Candidate Taken for Board Approval