



**LENOX PUBLIC SCHOOLS  
6 WALKER STREET  
LENOX, MA 01240**

**AN INVITATION TO APPLY FOR THE POSITION OF PRINCIPAL  
LENOX MEMORIAL MIDDLE & HIGH SCHOOL (MA)**

The Lenox Public Schools is actively seeking a dynamic and visionary educational leader to serve as its next Principal of Lenox Memorial Middle and High School.

Lenox is a vibrant community in the heart of the Berkshires. The district enjoys a stellar reputation as one of the top districts in both Massachusetts and the United States. Lenox is a beautiful town with abundant cultural amenities and exceptional outdoor activities.

The Lenox Public Schools educate approximately 740 students in two schools: Morris Elementary School, which includes Grades Pre-K through Five, and Lenox Memorial Middle and High School serving Grades Six through Twelve. The district is committed to the highest standards of quality education; looks to ensure a safe and successful learning community; responds to the social, emotional, intellectual, and physical needs of every child; and strives to work with the broader community to ensure that students develop lifelong skills, enabling them to be contributing and productive members of society. The district recently submitted a statement of interest with Massachusetts School Building Authority to explore future enhancements to the Middle/High School building.

**LENOX MEMORIAL MIDDLE AND HIGH SCHOOL AT-A-GLANCE**

Enrollment: 427

Leadership: 2 Administrators (currently one Principal and one Assistant Principal) Athletic Director, Director of Student Services, 6 Department Chairs, and 6 Team Leaders

Professional Staff: 61 faculty members, 5 special educators, 1 nurse, and 1 librarian

Support Staff: 4 office support staff and 7 special education paraprofessionals.

**ESSENTIAL JOB REQUIREMENTS FOR THE NEW PRINCIPAL**

An innovative educational leader

Licensure or eligibility for a license as a Principal in Massachusetts

A Master's Degree from an accredited college or university, preferably in school administration and/or educational leadership

An experienced middle and/or high school administrator with classroom teaching experience

Experienced with supervision and evaluation of faculty and staff

Experienced with secondary school scheduling and resource management

Knowledgeable about special education, 504, and other educational laws and requirements

Knowledge of multi-tiered intervention and restorative practices

### **ESSENTIAL JOB REQUIREMENTS (Cont'd)**

Ability to use student performance and other data to improve student outcomes and guide decision-making

Excellent verbal, written, and interpersonal communication skills

Technologically proficient (SIS, LMS, Productivity Tools, Communication Tools)

Candidates' application materials should include: a detailed letter of interest describing qualifications and professional experience and reasons for interest in the position, a current resume, three to five recent letters of recommendation, college or university transcripts, and verification of licensure or eligibility as a principal in Massachusetts. Please submit application materials via [SchoolSpring](#).

A Search Committee, appointed by the Superintendent and consisting of administrators, middle and high school educators, staff, parents, community members and students, will review applications. Lenox Public Schools offers a regionally competitive salary and benefits package, commensurate with experience.

Applications will be reviewed immediately. Preliminary interviews will take place as applications are received. The start date for this position is negotiable, but ideally not later than August 15, 2022.