

1/5/2012

Criteria for Secondary Administrative Intern Position

Required qualifications to be considered for secondary administrative intern position (grades 6-10) are as follows:

- a. Hold a bachelor's degree
- b. Hold a provisional or standard teacher certificate
- c. Has a letter/statement of eligibility or principal certificate
- d. Have a minimum of 3 years of creditable classroom teaching experience
- e. Have campus leadership experience
Example: Team leader, department chair, instructional specialist, counselor, etc...

Applicants meeting the above criteria who are interested in making application for the secondary administrative intern position should send the following information to the associate superintendent's office to the attention of Kathy Venlauskas.

- Letter of interest
- Resume
- Recent transcript showing completed administrative course work
- A current Texas Principal Certificate or letter of eligibility from your university

All information will be kept on file for one year in the associate superintendent's office. Applicants wishing to keep their file active must notify Kathy Venlauskas by August 1st of each year. Any questions please contact Kathy Venlauskas at 469-752-8105 or email Kathy.Venlauskas@pisd.edu