

2021- 2022 Principal/ VP Interview Process

Overview

Principal and Vice Principal candidates for positions within the San Diego Unified School District can expect the following processes to be used for this competitive process:

The recruitment and selection for principal and vice principal candidates is governed by Article 7 of the AASD Collective Negotiations Contract.

Application Candidates will be required to apply online for each posting. A resume and completed application is required for each posting. Effective January 1, 2017 applications will no longer be accepted through EdJoin, rather, positions will be posted using the District's new application management system. Candidates will need to complete a new applicant profile the first time they log in. We have included a link to a user guide here for your information:

<https://www.governmentjobs.com/Home/ApplicationGuide>

Positions are posted the 1- 10th of each month and interviews are held on a monthly basis

Level 1 Interviews are scheduled for candidates selected during the application process. Panel members may include the Area Superintendents, and Human Resource Staff; other certificated administrators* may participate in this level. Candidates may be invited to interview with the Community Panel based on the qualifications discussed during the Level I interview and as demonstrated in their individual applications. An AASD member will only need to participate in one Level I interview during the months of January - December annually. Once an AASD member has interviewed at Level I, AASD members will not be required to interview for each position they are interested in obtaining

**Principals may elect to observe the Level 1 interview if candidates are being interviewed for a vacant assignment at the school site.*

Community Panels include the Area Superintendents, Site Administrator, Certificated and Classified Staff, Parents and community members.

Performance Interview Candidates recommended by the community panel will participate in a classroom walkthrough and final interview with the Area Superintendent (elementary and middle schools); the Superintendent will participate in all High School performance interviews.

Good to know

- Candidates will consistently be allowed to review the questions and site criteria 30 minutes prior to an interview (all levels).
- Non AASD members are not guaranteed an interview.

**AASD Members with Super Priority Consideration are not required to participate in Level 1 Interviews.*

2020-2021 Interview Schedule

Month	Date	Action	Board meeting announcement date
March 2021	3/18	Level I Interviews	
	3/22	Community Panel Interviews	
	3/24	Performance Interview (walkthrough)	4/13/2021
April	4/19	Level I Interviews	
	4/21	Community Panel Interviews	
	4/22	Performance Interview (walkthrough)	4/27/2021
May	5/17	Level I Interviews	
	5/19	Community Panel Interviews	
	5/20	Performance Interview (walkthrough)	5/25
June	6/16 & 6/17	Level I Interviews	
	6/21	Community Panel Interviews (<i>interviews will be held on two consecutive days if needed</i>)	
	6/22	Performance Interview (walkthrough)	7/13
July	7/15	Level I Interviews	
	7/19	Community Panel Interviews (<i>interviews will be held on two consecutive days if needed</i>)	
	7/21	Performance Interview (walkthrough)	7/27
August	8/10	Level I Interviews	
	8/12	Community Panel Interviews	
	8/17	Performance Interview (walkthrough)	9/14
September-December <i>Post 10/1- 10/31</i>	11/1	Level I Interviews	
	11/8	Community Panel Interviews (<i>interviews will be held on two consecutive days if needed</i>)	
	11/16	Performance Interview (walkthrough)	
	11/30	Superintendent's Final Interview	12/14

