

William M. "Bill" Horniak
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K-12 Principal ship Position

OBJECTIVE:

...Seeking a challenging and intellectually stimulating leadership role with a progressive organization in which intuitively will recognize, embrace, and utilize my prodigious diverse experiences, skills, talents, and personal traits in assisting every constituent and stakeholder in enhancing productivity and taking their institution to the top of the profession...

EDUCATION:

2007-George Washington University-Washington, D.C. Ma Ed Educational Leadership & Administration

1987-Golden Gate University, CA- MS Human Resources Management

1984-High Point University, NC- BS History and Secondary Education

1982-Harford Community College- MD

EXPERIENCE:

Macon County Schools, NC

Assistant Principal/Athletic Director

(August 2008-Present)

Currently serving in the capacity of Assistant Principal primarily assigned to and charged with all aspects and facets of discipline, maintenance, facilities and transportation. Additionally, share responsibilities in recruitment, hiring and evaluation of all teaching staff with two other administrators. Main role player in determining curriculum and scheduling referencing alternative school placement, Early College placement and Virtual Schools assignment of students. Possess sole accountability for administration, and support of transportation and maintenance personnel, to recruitment, hiring and termination (direct supervision of 15 personnel). In charge of compilation and procurement of maintenance and facilities needs monthly and ongoing. Demographically, the school is rural with an approximate enrollment of 1100 students. Successfully assisted in the transition as Co Athletic Director for one year as program changed direction in its leadership, and recorded its best overall athletic season(s) in over a decade. The school employs in excess of 100 employees and certificated staff. Responsible for the maintenance and accounting biannually/annually, as well as creation and modification to include disaggregation regarding Crisis Management Plan, teacher duty assignments, student handbook creation and maintenance and scheduling of OSHA, Safety and Discipline reports for both the school faculty, district and state reporting purposes. Familiar with and competent user of software programs such as NCWISE, Tetra Data Dash and EVASS in information gathering and evaluation of student and school progress... Serves as mentor, role model and support liaison directly for all instructional staff, and charged with monitoring, evaluating and critiquing instructional professionals while reporting directly to the Principal...

Public Schools North Carolina & Maryland

High School/Middle School Teacher & Coach

(August 1988-August 2008)

Proficient pedagogical instruction of curriculum for the past eighteen years. Highly developed/honed communication skills with peers, subordinates, administrators & all stakeholders of education. Enlightened while coaching over 2000 students. Solvent for making recommendations and presentations using 21st Century technology applications to school-wide audiences. Coached/managed successfully three dozen interscholastic athletic teams. Sanctioned as a leader and proactive mentor of curriculum, textbook, school-based site management committees, student internships by administration/district leadership. Served as chairperson & public relations representative. Nominated Teacher of the Year award three occasions. Tenured in four different school systems (Columbus County, Rockingham County, Iredell-Statesville, Charlotte-Mecklenburg Schools, NC) to include one of America's top fifty high schools across the nation. Coached over 500 young adults on interscholastic athletic teams. Raised over 100K for construction & placement of athletic field lighting & other athletic amenities.

Maxway Corporation Topsail Beach, NC

Assistant Retail & Human Resources, Store Manager

(May 1988-August 1988)

Assisted & ran all aspects of store operation of a 20,000 square foot retail department store. Duties & responsibilities included the hiring, training, evaluation process, supervision, & termination of approximately ten employees on a daily basis. Areas of specialization were employer-employee relations, conflict resolution, store operations/security & loss prevention as well as sales, stocking & warehousing.

United States Marine Corps, SC, VA, NC

Petroleum Supply & Nuclear, Biological & Chemical Specialist

(June 1985-May 1988)

Responsible for training/development of over 5000 Marines annually specializing in the techniques/dangers of non-conventional warfare defense. Directed as well as supervised the operations & management of a 30,000 square foot warehouse with over five million dollars in assets. Ancillary duties included refueling *hot* Navy/Marine Corps aircraft on flight lines in Condition Red situations. Schooled/licensed to operate three different types of military heavy equipment while supervising such including Terex heavy duty construction, grading & hauling military vehicles. Analyzed/initiated prompts and change to superiors in regard to efficient and effective laying and connecting of fuel lines in battlefield environments.

Admissions Department High Point University, NC

Admissions Associate/Recruiter

(August 1983-January 1985)

One of twelve students selected campus-wide with an enrollment of over 6,500 undergraduate students my responsibilities were to conduct campus tours, market & sell to prospective families and students the school. In addition, served as a host for overnight stays to the college campus to prospective students. While in capacity for two years, success rate of recruitment of over 85% of the 124 incoming freshman greeted and toured.

American Red Cross Mannheim, Germany

Licensed Water Safety Instructor

(June 1979-August 1982)

Certified Lifeguard and WSI supervising five subordinate lifeguards instructing all levels of swimming lessons to include Advanced Lifesaving in the training of future lifeguards to American military personnel and dependents overseas and stateside...

Additional Credentials & Accomplishments

Author: Publication/Online Portfolio www.billhorniak.com, "Defending the First and Third Situation"-1997, "What Do We Do Now Daddy"-1998, "Reflections From Afar"-2001, "The Thin Gray Line"-2008, "The Kid Who Couldn't Play"-1998, "To Teach or Not to Teach"-2008

Certifications/Awards/Licenses:

Virginia, North Carolina Advanced Professional Teacher Administrative Certification Level I/II & Social Studies & Maryland (renewing)

Honorable Mention All American Collegiate Baseball Player/Team Captain Sophomore Year

Clinician/Instructor Gettysburg College, Cal Ripken Jr. Baseball Camps & Best of Virginia Showcase Camps University of Virginia

Conference Coach of the Year Southwestern 4A Conference, Charlotte, NC

Two Time North Carolina Center for the Advancement of Teaching Attendee/Alumni, Member Donor

UNC Humanities & Advanced German Studies Scholarship seminar participant

Affiliations

8/1988 - Present... NEA member... NCAE member...NCBCA member...NABCA member...NC Writer's Guild member....

Skills

Power Point, Smart Board/Promethean Knowledge, Windows XP Platforms, Word/Excel/Publisher, Bilingual-German, Conversational Arabic, Public Speaking, Journalism/Writing/Research/Problem Solving /Web Site Development

References

Available Upon Request