***Vision Statement: Committed to pursuing a community of excellence.***

***Mission: Here at Boulder Elementary School, we are committed to pursuing a community of excellence by engaging students in a positive environment that supports all they do.***

**GENERAL RESPONSIBILITIES**

Boulder Elementary is currently looking for an individual to step in as our part-time Superintendent. The School Superintendent is responsible for providing leadership and strategic direction to ensure the highest possible standards of educational excellence. This role involves overseeing all aspects of the district’s operations, including curriculum development, staff recruitment, professional development, budget management, and facilities maintenance. The Superintendent is expected to work collaboratively with the school board, principal, teachers/staff, parents and the Boulder community. The Superintendent must possess the ability to communicate clearly as well as listen to and consider a wide variety of viewpoints and ideas.

The Superintendent serves as a critical leader in maintaining and furthering the school climate and culture. In addition, this individual is tasked with fostering a positive, inclusive and innovative learning environment, driving continuous improvement, and maintaining open and effective communication with all stakeholders. The Superintendent plays a critical role in shaping the future of education in the district, ensuring that every student has access to a high quality, well-rounded education that prepares them for success in a rapidly changing world.

**DESIRED QUALITIES**

Boulder Elementary School District is seeking a qualified candidate for Superintendent who:

* Inspires trust, has high levels of self-confidence and optimism, and models high standards of integrity and personal performance.
* Demonstrates strong communication skills: engaging in consistent transparency and speaking, listening and writing with major stakeholders of the district.
* Engages in active listening and considers a variety of viewpoints
* Recognizes and strengthens the climate and culture of the Boulder Elementary School District and community.
* Delegates authority appropriately while maintaining accountability
* Is committed to academic excellence and the long-term financial health of the District.
* Maintains a “what’s best for students” philosophy in all decisions.
* Possess the ability to enhance student performance, particularly in pinpointing and reducing disparities in student achievement
* Makes recommendations and decisions that are data-driven.
* Promotes a positive and professional environment for district employees and the Board of Trustees.

**REQUIREMENTS**

This position must possess a current Montana Administrative Licensure with Superintendent Endorsement.

**BENEFITS**

1. FTE - .2 / Salary DOE
2. Pays into TRS Retirement
3. Health Benefits – Full Single Premium paid by District.