

Winifred Public Schools Superintendent Position Profile



Winifred Public Schools promotes an atmosphere of excellence focused on preparing each student to become a lifelong learner and a responsible, productive citizen.

INVITATION TO APPLY

This search is being conducted by:



Develop the full potential of each child through school board leadership.

Application package must be complete and accurate. Failure to do so may constitute denial of employment consideration. In order to be fully considered, application materials must be electronically submitted by the application deadline.



The School District



About the District:

Winifred Public Schools is a Class C school and educates students from pre-kindergarten through 12th grade.

MISSION STATEMENT

Winifred Public Schools promotes an atmosphere of excellence focused on preparing each student to become a lifelong learner and a responsible, productive citizen.

Working toward that objective, we strive to:

- promote partnerships among students, parents, staff, school board, and community
- work toward common goals that benefit all students
- maximize each student's abilities and potential

GOAL

The District shall provide an equal opportunity for all students to receive an education, which will enable each to fulfill his/her optimum role in society, commensurate with individual ability, in compliance with legal requirements and reflecting the desires of the people of this district.



The School District



The School District

About the District:

150+ students with 19 certified teachers (2 title teachers and 2 special education teachers)

AVERAGE CLASS SIZE - 10-12

ACTIVITIES/STAND OUT FEATURES:

Business Professionals of America

Journalism

National Honor Society

FFA

High School Drama

State of the art mechanics/wood shop

Vertical garden and greenhouse



ATHLETICS

Basketball (Boys and Girls)

High School Football and Junior High Football

Volleyball

Track

Golf

ONLINE Courses

- Winifred Rural Education Initiative - Dual credit class tuition for courses taken through Montana State University affiliated college or university may be paid for through the Winifred Rural Education Initiative through the MSU Foundation.
- Montana Digital Academy



NORMAN ASBJORNSON SCHOLARSHIPS

- Students graduating from Winifred High School with 12 years of attendance in the Winifred Public Schools will receive 130% of the cost of tuition and fees at Montana State University (MSU) in Bozeman.
- Students graduating with 4 or more years of attendance will receive 120% of the cost of tuition and fees at MSU.
- Students graduating with 2 years of attendance will receive 80% of the cost of tuition and fees at MSU.
- Students graduating whose parent is a current employee in the district with at least 1 year of attendance will receive 120% of the cost of tuition and fees at MSU.



The School District



The School District



The School District



The Community



Lifestyle

Winifred, founded in 1913, is situated in rural north-central Montana, approximately 40 miles north of Lewistown. The town lies just thirty minutes from the Missouri River and even closer to the Judith River.

The community is strong agriculturally and is deeply invested in the success of our students, demonstrating unwavering involvement and generosity. Whether through volunteering at school events or contributing to student fundraising efforts, our residents consistently show their commitment to education and the growth of our youth.

Visitors will find lodging, camping, and dining options, as well as river outfitters and hunting guides. Winifred is an excellent starting point for a float trip or for a scenic drive along the Missouri Breaks National Backcountry Byway, which begins east of town. This byway passes through both private ranches and public lands, offering numerous vantage points to take in views of the Missouri River, dramatic landscapes, historic trails, wilderness study areas, and the vast surrounding scenery.

The historic McClelland Ferry operates seasonally, crossing the Missouri River 16 miles north of town. As one of only three Missouri River ferries in Montana, the large ferry and cable system runs from spring through fall, providing a unique way to experience the river.

At the heart of Winifred is its community center, which serves as a hub for the town. The center is home to the post office, town government, the Dorothy 'Eric' Asbjornson Community Library, emergency services, and an events center. It also houses the Winifred Museum, renowned for displaying the world's largest Tonka truck collection alongside artifacts and exhibits highlighting the town and its surrounding region.

Winifred will soon be the home to a large digital family arcade that will offer over 1,000 games and a sports simulator with over 30 games.

The Opportunity and Expectations



General Responsibilities

The superintendent serves as the chief executive of the school district, responsible for leading all aspects of district operations and for developing and implementing a comprehensive long-range strategic plan that drives growth and ensures sustainability. As the leader of Winifred Public Schools, the superintendent oversees the development, supervision, and management of all school programs, operations, and facilities.

The superintendent must possess strong business acumen, essential for the strategic management of district operations. This includes demonstrated experience in long-term financial planning, with the ability to forecast and allocate resources to ensure sustainable growth and stability of the District's endowment. The superintendent should also have expertise in property management as the district owns several rental properties. The ability to identify and optimize diverse revenue streams is a plus.

The superintendent must be a strong advocate for the District, working collaboratively with all stakeholders — including staff, students, parents, board members, and the broader community — to secure ongoing funding that supports academic achievement.

The superintendent must be able to articulate and implement a clear vision for the District that supports excellence in education and instruction.

The superintendent is expected to build strong relationships with students, parents, school board members, and the community. Additionally, the superintendent should foster a collaborative and positive team culture among staff by establishing a shared sense of purpose, promoting open communication, and supporting professional growth to enhance morale and productivity.



Application Requirements

Job Title: Superintendent of Winifred Public Schools

Total compensation package (including housing and benefits): \$100,000 - \$128,000

Closing Date: February 27, 2026 at 4:00 pm, MST

Minimum Qualifications

- Master's degree or better in school administration or information demonstrating ability to obtain such a certificate; AND
- Valid Montana Administrator's certification with appropriate administrative endorsements upon hire

Preferred Qualifications

- Experience as a school district superintendent.
- Experience working with Montana special education laws, policies and regulations.
- Strong business acumen

Knowledge, Skills and Abilities

- Build and maintain effective professional relationships with staff, students, parents/guardians, and the public.
- establish a clear vision for the District and be recognized as an instructional leader.
- Effectively lead with integrity and inspire a collaborative team oriented environment focused on the education and support of our children.
- Maintain a high standard of excellence as it relates to your role as Superintendent.
- Effectively communicate the state of the District to a variety of stakeholders.
- Engage with and respond to questions from staff, students, parents/guardians and the public.
- Further community engagement.
- Exceptional listening skills with the ability to facilitate and collaborate with others.
- Direct staff to achieve standards of excellence, monitor progress and evaluate performance.
- Manage politics, adapt to change and lead by example while keeping the vision of the District as priority.
- Apply knowledge of current research and theory in specific field.
- Maintain staff and student confidentiality.
- Maintain regular and acceptable attendance levels.
- Work effectively with people from a variety of culturally diverse backgrounds.
- Organizational skills to provide effective administration.
- Proficient with the use of computers and other technology.

The following application materials must be submitted to be considered:

1. Completed MTSBA application form (mtsba.org) and signed release. [Click here to access forms](#)
2. Letter of application.
3. Resume.
4. A minimum of three (3) letters of professional reference.
5. Copy of Montana Class III Administrative Certificate showing Superintendent endorsement or information demonstrating ability to obtain such a certificate. Go to www.opi.mt.gov and click on Educator Licensure tab for information on in-state certification.
6. Copy of college transcripts.
7. **Supplemental Questions:** The Board of Trustees will consider the form, content, and style of your responses. ***Please limit written response to the next two questions to two hundred and fifty (250) words or less.***
 - What would your major contribution be to the School District as Superintendent?
 - Our budget reflects the priorities of the District and of the school community. Please share your ideas and experience in developing a school district budget that allows for staff and public involvement. Describe how you would articulate the priorities reflected in that budget to the school community.***Please include a link to a video presentation about:***
 - Please explain your approach to evaluation of employees and how you work on an effective system of evaluation. *The video presentation should be no longer than three minutes in length using a universal platform.*

Submit completed PDF application packet ELECTRONICALLY to: Lindsay Ford (see contact information below).

