

Colstrip Public Schools Superintendent Position Profile



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 packaged in a single PDF and electronically submitted by the application deadline.



The School District

About the District:

Colstrip Public Schools Core Purpose is to effectively focus on learning and growth of all students in a safe, healthy, caring and collaborative environment that ensure each student achieves intellectual and personal excellence, and is well prepared for college and career pathways.

Core Values of the Colstrip School District:

- Loyalty, Trust and Respect – We believe that mutual loyalty, trust, and respect amongst key stakeholders (students, staff, board, and community) are vital to the success of our students.
- Responsible Citizenship – We believe that it is important to prepare students to be cognizant of and to be positive contributors to all levels of the democratic process.
- Stable, Positive, Safe and Healthy School Climate – We believe that accepting, appreciating, and embracing diversity and the uniqueness of all people contributes to a positive, safe, and healthy school climate for both students and staff and the long term values of our community.
- Shared, Ethical Leadership – We value shared leadership with our community where there is a common understanding and philosophy that we are all responsible for the success of our students. We believe that community involvement and support are essential to the achievement of our goals and the success of our students.



The School District

About the District:

SAFETY: Every student will attend a safe environment. Students will be assured that this school is their safe haven from harm's way. Every student's dignity is protected here.

SUPPORT: Every student will receive support from every member in this school. We will pick each other up when we are down and will applaud individual and group success. Everyone is a part of this school and everyone will support those in it.

BELONGING: Every student is valued. This is our school and our students' home away from home. It is a place of welcome and family for everyone.

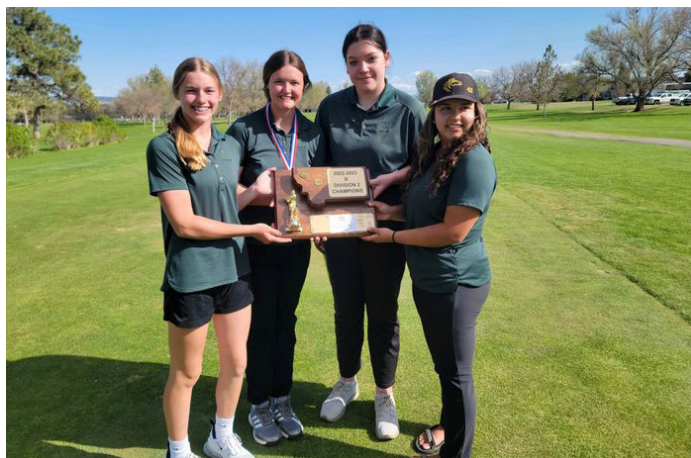
SAFETY, SUPPORT and BELONGING provide our students the advantage of opportunity.

Class Size: Class size for grades K-2 averages 20 students per class. The elementary school (PK-5 grade) has 250 students, the middle school (6-8) has 139 students and the high school has 158 students.

Facilities: Colstrip is a Class "B" District with exceptional facilities. High School: All Weather 9 Lane Track; Indoor Pool, Gymnasium that seats 2,050; Auditorium that seats 550; Middle School.

Club Activities: Academic Olympics, Drum Line, Pep Band, MultiCultural Club, BPA, Cheer, FCCLA, FFA, NHS, Student Council, Yearbook, Play, Close Up, Art Club, K-12 Science Fair

Sports at CHS: Football, Volleyball, Wrestling (boys and girls), Girls and Boys Basketball, Softball, Track, Cross Country and Golf



The School District



The Community



Lifestyle

Colstrip is a wonderful town with many opportunities for individuals, families and children of all ages. A large variety of recreational offerings, great school system, cultural events, headquarters of the four county economic development group, Southeastern Montana Development Corporation, excellent medical facilities and staff and a vibrant agricultural community make Colstrip a unique place to live and work.

Boating, fishing, picnicking and more happen at Castle Rock Lake. There is a well-developed and maintained trail around the lake offering year round walking, cycling or fishing access. A challenging, well-groomed and maintained nine hole golf course and a fully equipped recreation center offering year around classes taught by highly trained staff, an outdoor pool with waterslide and a newly constructed Splash Park. All of these community amenities are available free of charge to residents of Colstrip.

Colstrip has one of the most extensive and well developed park systems in the state with over 30 parks and 20 miles of paved pathways. Colstrip has received the Tree City USA award for several years running and was honored as Sports Illustrated's 50th Anniversary Sportstown in Montana.

[Click here to view a video](#) about Colstrip Public Schools and the community!

The Opportunity and Expectations



General Responsibilities

The Superintendent serves as the senior leader of a school district and is responsible for overseeing operations and developing a long-range strategic plan for growth and sustainability. As the leader of Colstrip Public Schools, this position is responsible for the development, supervision, and oversight of the school program, operations and facilities.

The Superintendent must be a strong advocate for the District and work closely with all constituents as it relates to continued funding to support academic success.

The Superintendent must be able to develop a clear vision for the District which supports excellence in education and instruction.

The Superintendent is expected to develop positive relationships with parents, school board members and the community. The Superintendent is expected to cultivate a strong team environment with staff by developing a clear purpose, a strong culture, and a collaborative environment that builds morale and promotes productivity and communication.

Application Requirements

Job Title: Superintendent of Colstrip Public Schools

Salary Range: \$110,000 - \$125,000. *Salary and term of contract will be dependent on experience, education and fit for the District.*

Closing Date: Wednesday, March 20, 2024 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; AND
- Minimum of five years' experience in school administration.

Preferred Qualifications

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

Knowledge, Skills and Abilities

- Ability to build and maintain effective professional relationships with staff, students, parents/guardians, and the public.
- Ability to establish a clear vision for the District and be recognized as an instructional leader.
- Ability to effectively lead with integrity and inspire a collaborative team oriented environment focused on the education and support of our children.
- Ability to maintain a high standard of excellence as it relates to your role as Superintendent.
- Ability to effectively communicate the state of the District to a variety of constituents.
- Ability to engage with and respond to questions from staff, students, parents/guardians and the public.
- Ability to further community engagement.
- Exceptional listening skills with the ability to facilitate and collaborate with others.
- Ability to direct staff to achieve standards of excellence, monitor progress and evaluate performance.
- Ability to manage politics, adapt to change and lead by example while keeping the vision of the District as priority.
- Ability to apply knowledge of current research and theory in specific field.
- Ability to maintain staff and student confidentiality.
- Ability to maintain regular and acceptable attendance levels.
- Ability to work effectively with people from a variety of culturally diverse backgrounds.
- Skill in organization 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 response to each question to two hundred and fifty (250) words or less.
 - The community has a diverse population with a broad span of interest in local education efforts. How would you reach out to the different constituencies, both within the school system and throughout the community, to help everyone focus upon quality education and higher student achievement?
 - Describe how you have promoted parent and community involvement/support for our school system and how you would see yourself accomplishing that goal.

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