Drummond Public Schools
Superintendent Position Profile

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.

mtsba.org/currentsuptopenings  ksmerker@mtsba.org  (406) 442-2180
About the District:

- 165 Students
- 21 Teachers
- 11 Classified Staff
- Award winning ProStart culinary department
- Active Business Professionals of America
- National Honors Society

Drummond is very community oriented, where you will find heavy involvement in school activities and especially the sports programs – boys & girls basketball, cross country, football, volleyball, track and field.

Drummond is also a farming community that strongly supports 4-H and agriculture. It is not uncommon for students to be busy after school with farm activities or just riding horses or working with their 4-H projects.
Core Purpose:
While cultivating a safe, respectful learning environment, Drummond Public Schools will ensure all students have the tools and skills to achieve their full potential while engaging in a global society.

Core Values:
Provide a curriculum that is conducive to educational growth and development.

Provide for citizenship development, through social activities, promoting student government, supporting school clubs, and being a member of athletic, music and other organizations.

Focus on the strengths of each individual student and provide learning strategies for them to achieve success.

Build constructive communication between staff, students and parents.
Lifestyle

Drummond lies in a mountainous area with the beautiful Flint Creek Valley as one of its many scenic areas. The Garnet Mountains are nearby, and throughout the area you will find abundant wildlife, historic sites known for silver mining since the 1860’s and limitless recreational opportunities. Garnet Ghost Town which is a turn-of-the century gold camp has over thirty buildings in good condition.

Drummond sits on the north end of the Pintler Scenic Route that starts in Anaconda. The Pintler Scenic Route runs along the north shore of Georgetown Lake before following Flint Creek through the valley around Philipsburg, offering access and stunning views of the Anaconda-Pintler Wilderness and the breathtaking Pintler Mountains.

Recreational opportunities abound and include fly fishing and ice fishing, big game hunting, snowmobiling and winter sports - skiing is just 35 miles south.

With a population of just 610 people, the community has a very friendly hometown atmosphere and is considered a great place to raise a family.

There are two gas stations/quick stops, quilting store, two motels, two bars and two restaurants. There is an impressive library, health center, bank & post office, fire department and ambulance as well as a senior citizens center.
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 Drummond 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.

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Application Requirements

Job Title: Superintendent of Drummond Public Schools

Salary Range: $72,000 DOE

Salary and term of contract will be dependent on experience, education and fit for the District.

Closing Date: Monday, April 12, 2021 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 principal and/or 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 electronically 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.
   - Describe how you have promoted parent and community involvement/support for our school system and how you would see yourself accomplishing that goal.
   - One of the key roles that any Superintendent plays is that of an academic and educational leader. Please explain how your background and experience as an educational leader will move the students of this district to an even higher level of achievement?

Submit completed PDF application packet ELECTRONICALLY to: Karla Smerker (see contact information below).

mtsba.org/currentsuptopenings ksmerker@mtsba.org (406) 442-2180