

Aitkin Public School (#0001)

Position: Elementary Principal

Date Posted: May 7, 2019

Location: Rippleside Elementary School, Aitkin, MN

Date Available: On or after July 1, 2019

The Aitkin Public Schools (ISD #1) is seeking a passionate and innovative Elementary Principal. Aitkin is located in the heart of Minnesota. Aitkin Public Schools has 1,160 students, with 600 students in K-6th grade that attend Rippleside Elementary School. Rippleside also serves pre-K students through the attached Aitkin Children's Center.

Minimum Qualifications for this Position includes:

- A MN Principal License
- Five or more years of experience in education
- Three or more years of successful administrative experience, preferred

Major Responsibilities:

The Elementary Principal works under the direction of the Superintendent of Schools to perform complex professional work. Duties include, but are not limited to, developing and maintaining effective educational programs consistent with philosophies, policies and goals of the School Board and state and federal guidelines. The Elementary Principal provides continuous leadership and management of the Rippleside Elementary staff, students and programs. The Elementary Principal ensures student safety, engages in public relations and community outreach and related work as apparent or assigned.

Desired Skills:

- Excellent interpersonal skills and the ability to build strong relationships with students, staff and parents
- Strong team builder and collaborative leader
- Proven commitment to being an instructional leader
- Data-driven and results-focused
- Approachable, visible and open minded leader who has clear expectations and positive regard for all staff and students
- Effective skills in staff motivation, supervision, instructional improvement, curriculum development and on-site leadership/management.
- Excellent public relations, interpersonal and problem-solving skills.
- Comprehensive technology skills and the ability to provide leadership in their utilization and integration to improve student achievement in the classroom.
- Excellent verbal and written communication skills.

- Demonstrates ability to effectively use data-based problem solving to integrate academic and behavioral instruction/intervention.
- Directs staff development with demonstrated ability to coach all levels of staff to meet the needs of learners.
- Demonstrates skill in communication, collaboration and teaming to support a focused professional learning environment for staff.
- Effectively evaluates teachers' classroom management, instructional practice, professional development pursuits, interpersonal and leadership skill, while identifying high and low effectiveness performers and provides clear and actionable feedback, resources and support.
- Builds leadership capacity in others with a focus on student learning and development.
- Demonstrates skill in operational leadership, building management, budgeting and scheduling
- Demonstrates ability to lead change in alignment with strategic plan and district priorities.

Contract Information:

Length of annual contract: 260 days

Compensation: Competitive salary based on experience and qualifications.

Benefits: \$1,925/month toward health insurance
 Family dental insurance
 \$100,000 life insurance
 \$1,500 403B match
 Health Care Savings Plan (HCSP) contribution
 Long-term disability

Timeline: Aitkin Public Schools will accept applications for employment until May 22, 2019 at 3:30 p.m.

Tentative schedule for interviews and contract approval:
 First round of interviews: May 30 - June 3, 2019.
 Second round of interviews: June 6, 2019.
 Board consideration of contract: June 10, 2019.

Tentative start date: July 1, 2019.

Apply with: Letter of intent to Rippleside Principal Search Committee
 Resume
 Credentials
 References (3)
 Completed ISD #1 application (found at www.isd1.org)

Aitkin's Mission Statement:

Our mission is to empower students to be life-long learners and citizens by maximizing community, parent, and staff involvement while developing high expectations and achievement in a safe learning environment.