GUNNISON WATERSHED SCHOOL DISTRICT

Job Description

Title: Principal

Reports to: Superintendent

Our GWSD Principals support the learning and performance of their staff in order to inspire growth and success for all of their students. They create systems, foster collaboration, and facilitate change. As the schools' primary instructional leaders, our principals enable collaborative communication and reflection based on data to inform curriculum, instruction, and assessment and create structures to facilitate improvement at their school and across the district.

Qualifications:

- Graduate Degree in Education Leadership or related field
- Colorado Principal License
- Leadership experience
- Teaching experience preferred

Terms of Employment:

- Administrative Salary Schedule, Step placement based on experience
- 215 day contract calendar
- Benefits include health insurance, life insurance, Public Employees Retirement Association (PERA), and 11 annual leave days

Roles & Responsibilities:

- Sustain a school climate and culture rooted in restorative practices.
- Prioritize your time to be present in classrooms as much as possible. Sustain the district's instructional vision.
- Design data informed targets for student growth and achievement.
- Conduct fair and effective hiring processes to maintain a strong staff.
- Supervise teachers according to Colorado Educator Effectiveness structures. Supervise non-licensed staff according to GWSD's classified staff review procedures.
- Maintain and grow positive family and community relationships.
- Implement and sustain extracurricular programming that supports student growth and success.
- Oversee building maintenance in partnership and alignment with district facility leadership.
- Maintain safety and security of your school in alignment with district emergency operations.
- Prioritize intentional collaboration with leaders and teams across the district.
- Design and implement a master schedule for instructional programs with educational excellence and equity along with efficient use of resources as guiding forces.
- Engage parents regularly with newsletters and other communications. Welcome parents into your school.
- Create collaborative staff teams focused on student growth and achievement.
- Work closely with your assistant principal to maintain regular school safety operations and drills.

- Communicate with the Superintendent regularly about the needs, successes and general operation of the school.
- Attend required committee meetings and extra school sponsored functions.
- Participate in the Administrative Council leadership team.
- Attend and present at Board of Education meetings as required.
- Other duties as assigned by the Superintendent.

Technical Skills, Knowledge & Abilities:

1. Oral and written communication skills.
2. English language skills.
3. Interpersonal relations skills.
4. Critical thinking and problem-solving skills.
5. Ability to support staff.
6. Ability to be a part of and work with a team.
7. Ability to manage multiple priorities.
8. Ability to manage multiple tasks with frequent interruptions.
9. Ability to maintain honesty and integrity in all aspects of the job.
10. Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence.
11. Ability to promote and follow Board of Education policies, Superintendent Policies, and building and department procedures.
12. Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to your supervisor.