Invitation to Apply

Burnt Ranch Elementary School is seeking a Superintendent

Burnt Ranch Elementary School District is a TK-8th grade one-campus school district located in beautiful western Trinity County. We are inviting qualified, successful leaders to apply for the position of District Superintendent. The ideal candidate is positive and energetic with strong leadership skills and the desire to work in our rural community. The ability to relate to staff, students and parents, be flexible, wear many hats, and collaborate with all stakeholders is essential.

How to apply

Apply at edjoin.org or contact Kathleen Graham at (530) 629-2543 (school district) or (530) 262-7250(cell) or kgraham@tcoek12.org.

1. PART TIME—60%
   126 days

2. SALARY
   Competitive and negotiable

3. DEADLINE
   Application packets must be submitted to the district or on edjoin.org by 4:00pm, March 24, 2022

Small School
K-8 school in a one-school district

Class averages of 18:1

School enrollment ranges from 65-75 students

Beautiful Campus
Recently reconstructed school and rural campus

Full size gym/cafeteria

Advanced Technology
Classrooms equipped with Smart whiteboards & 1:1 student to device ratio
SUMMARY OF QUALIFICATIONS
An educational leader who is accessible, approachable, and open to input. A collaborative leader; listens and communicates effectively with all groups; is enthusiastic and compassionate and has the highest personal ethics; has the courage to make difficult decisions based upon what is the best for the students and the school; promotes positive, trusting relationships within the school community.
The superintendent will establish, manage, evaluate and supervise effective and clear procedures for the operation and functioning of the school consistent with the philosophy, mission, values and goals of the school. Inherent in the position are the oversight management for instructional services, curriculum development, extracurricular activities, transportation, food service, facility operations, personnel management and emergency procedures. Responsible for managing the policies, regulations, and procedures set by the Board of Education, the superintendent ensures that all students are supervised in a safe learning environment that meets the approved curricula and mission of the Burnt Ranch Elementary School District.

Location
Burnt Ranch Elementary School District is a located in the rural town of Burnt Ranch, in Northern California. Burnt Ranch is approximately one hour from Eureka and two hours from Redding. Burnt Ranch is located within the Shasta-Trinity National Forest and along the Trinity River. Our area is popular for its abundance of outdoor activities including fishing, hiking and rafting.

FOUNDATION/EXPERIENCE
- Substantial experience in the education field
- Experience in classroom teaching
- District office administration experience required
- Supervisory experience required
- Administrative Credential required with preference on a Clear Credential