



The Mountain Community School

Interim / Permanent Principal Job Description

Fall 2024

Who we are:

The Mountain Community School (TMCS) is seeking an experienced, passionate and forward thinking Executive Director to help guide our school into its next chapter. As the longest standing Public Charter School in Henderson County, NC, serving students from Kindergarten through Middle School, we have a keen focus on learning through exploration, parent involvement, student character development, and cross-grade-level collaboration.

Who we are looking for:

Our new Executive Director will be an empathetic, experienced, and decisive leader who is self-guided with compassion and keeps the “good of the students” at the core of all decisions. As a consummate professional, the Executive Director will model respect for others and strive to bring out the best in people. They will stay true to the school’s mission and guiding principles that foster academic excellence and a love of learning for all TMCS students. We are looking for an individual who can balance an entrepreneurial spirit for growth and development with the desire for excellence in educational standards. This individual will be skilled and comfortable in managing a diverse team of educators and willing to balance staff feedback and input with the need for executive decision making.

Beyond all of this, we are seeking an individual whose passions and character align with the culture of our school community. An individual who is able to play ga-ga ball with students one minute, then pivot to providing a budget update to the Board; an individual who can build trust and respect with staff and parents, while having the courage to make hard decisions which may not please everyone. An individual who believes that all students are worthy of respect and opportunity, who is willing to engage with families and staff, and able to be the tone setter for our culture.

Essential Duties:

- Uphold and advance the mission of The Mountain Community School.
- Ensure annual student projection and enrollment goals are met.
- Foster a school culture focused on respect for self and others, self-motivation, compassion, self-reliance, and that offers impactful learning opportunities for adults and students.

- Advance a high achieving academic program that meets or exceeds academic growth annually.
- Demonstrate strong commitment to the professional development of staff; successful track record of recruiting and retaining a diverse team of educators.
- Meet or exceed set annual financial goals through effective budgeting, fiscal strategy, innovation, and facility management.
- Provide professional leadership and direction to the Board, the staff, and administration of The Mountain Community School; ensure the continued development and management of a professional and efficient organization.
- Establish effective decision-making processes that will enable TMCS to achieve its long-and short-term goals and objectives.
- Cultivate a strong and transparent working relationship with the TMCS Board of Directors and ensure open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals.
- Make continuous progress towards the achievement of school mission and ensure funds are allocated properly to reflect present needs and future potential.
- Maintain legal compliance for all Federal, State and Local regulations.
- Monitor the budget and ensure sound financial controls are in place to ensure the organization is operating in a manner that supports the needs of the school.
- Be able to lead and work with a diverse group of stakeholders and to gain their confidence and involvement to achieve the TMCS purpose, mission, and goals.

Preferred Experience / Credentials:

- ★ Masters in Education and/or License in School Administration
- ★ Minimum of 4 years Educational leadership experience
- ★ Minimum of 4 years experience hiring and supervising a diverse staff
- ★ Experience as a leader in a Charter School Setting.

To Apply:

If you feel you may be the right fit for our Interim or Permanent Principal position, email resume and cover letter to Board@mytmcs.org