



**LITTLE WOUND SCHOOL BOARD  
(A Tribal Grant School)**

**JOB ANNOUNCEMENT**

**Position Title:** Superintendent for the SY 2023-2024

**Positive Type:** Full-time, Exempt

**Closing Date:** Opened until filled

**Job Summary:**

Under the direction of the School Board, the Superintendent is responsible for serving as the Board's chief executive officer providing leadership and vision in the establishment and implementation of the school's broad organizational mission, goals, and strategic plans. Responsible for the effective operation of the school and making recommendations to the LWS Board members with respect to such activities. The Superintendent will supervise all academic and professional employees working in the school.

**Job Responsibilities:**

1. Provides executive leadership and direction over the formulation and implementation of LWS educational programs and services.
2. Serves as the primary spokesperson for the school and represents the school before the community, stakeholders, and all other audiences.
3. Provides direction and supervision over school administrative managers over the use of funds, resources and facilities in order to best provide for the educational needs of students and the community.
4. Provides overall planning, monitoring, and assessment of instructional programs at the Little Wound School
5. Provide assurance of community involvement and participation in development implementation, and evaluation of programs at the Little Wound School.
6. Provide assistance in curriculum development, policy development, dissemination, planning, in-service, and other activities of the Little Wound School.
7. Ensure compliance of all policies and procedures enacted by the LWS Board to all employees working for the school.
8. Assure Little Wound School program compliance with accreditation and other standards as determined by the Little Wound School Board.
9. Keep the Board informed of the condition of the school's educational system.
10. Prepare the agenda for the Board meetings in consultation with the Chairman of the Board.
11. Oversee the execution of all decisions of the Board.
12. Monitor program activities consistent with the LWS Philosophy.
13. Provide final decisions on enrollment and LWS student status.
14. Conducts meetings to foster participatory management of all departments.
15. Monitor and assist with acquiring supplemental funding and programs for the LWS.
16. Provide direction for fiscal operations of the Little Wound School in compliance with fiscal policies and requirements of funding and granting agencies.

17. Monitor the receipt, review, approval of all financial reports, with submission to the Little Wound School Board for final approval.
18. Receive all complaints, comments, concerns, and criticisms regarding the operation of the school from students, parents, stakeholders, employees of the school, and Board members.
19. Adhere to the LWS policies and procedures.
20. Additional responsibilities as assigned by Little Wound School Board members.

**Education/Experience/Certificates/Credentials:**

1. Masters required. A Ph.D. or EdD preferred in education or related fields.
2. Must possess a S.D Superintendent's endorsement or ability to obtain one.
3. Three years previous experience in school leadership and administration.
4. Knowledge of school finance and budgeting.
5. Knowledge of the funding and relationship with BIE, BIA, and SD.
6. Knowledge of or experience in a Tribal Grant School setting.
7. Successful grants and proposal writing skills.
8. Must have communication and organization skills.
9. Demonstrate an aptitude of competence for the assigned responsibilities.
10. Knowledge of South Dakota Teacher Certification rules and regulations.
11. Knowledge of the Pine Ridge Indian Reservation, the people, culture, and traditions.

**Salary & Benefits:**

Salary is negotiable. 100% paid single health, dental, vision insurance. Federal Employee Health Benefits (FEHB) health insurance. 16 personal leave days, 10 vacation days, 14 paid holidays.

**How to Apply:**

Send letter of application, resume, credentials, certificate of endorsement, transcripts and written statements concerning:

- a. Educational philosophy,
- b. Philosophy of Educational Administration,
- c. Management experience,
- d. Experience relating to facilities management,
- e. Personnel and program assessment experience and knowledge,
- f. Knowledge of support programs and funding resources,
- g. Philosophy concerning role of Superintendent and School Board,
- h. Philosophy concerning role of the student in the educational leadership process,
- i. Philosophy concerning local control of the educational process,
- j. Demonstrated knowledge and experience in Lakota history, culture, and values.

**Send to:**

Anne Hunter; Human Resources Director  
Little Wound School . PO Box 500 . Kyle, SD 57752  
or Email to: [anne.hunter@littlewound.us](mailto:anne.hunter@littlewound.us)  
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