



Rock Mountain Charter School Foundation

Position Title: Superintendent of Schools

Location: Calgary, Alberta

Position Type: 0.5 FTE, Contract

Start Date: To be determined; preference for immediate availability

Application Deadline: Open until a suitable candidate is found

Salary: Commensurate with experience and Alberta Education guidelines

About Rocky Mountain Charter School (RMCS)

Rocky Mountain Charter School (RMCS) is a newly approved K–12 public charter school in Calgary. RMCS is guided by three educational pillars: **Health & Wellness**, **Sustainable Agriculture**, and **Global Technology**. We are committed to fostering innovative, real-world learning through STEAM-based programming and locally developed courses. The school is preparing to open in **September 2025**, pending final facility confirmation.

Position Summary

The Superintendent is the chief executive officer of the charter school and will provide visionary educational leadership and operational oversight. The successful candidate will guide the strategic planning, instructional excellence, and compliance efforts needed to establish and sustain RMCS in accordance with the **Education Act**, **Charter School Regulation**, and the **Superintendent Leadership Quality Standard (SLQS)**.

Key Responsibilities

- Lead the development and implementation of RMCS's vision, strategic goals, and school culture.
- Ensure alignment with Alberta Education policies, regulations, and the charter agreement.
- Provide instructional leadership that promotes academic achievement and continuous improvement.
- Recruit, develop, and support school staff in line with the Leadership and Teaching Quality Standards.
- Oversee day-to-day operations, including finance, human resources, facilities, and student services.
- Develop and manage annual budgets and funding frameworks in compliance with provincial guidelines.
- Build and maintain positive relationships with Alberta Education, staff, parents, students, and community stakeholders.

- Work closely with the RMCS Foundation Board to ensure transparency, governance support, and effective reporting.

Minimum Qualifications (Required)

- Valid **Alberta Teaching Certificate** (Interim or Permanent).
- Possess the **Leadership Quality Standard (LQS) Certificate**.
- Meet the **Superintendent Leadership Quality Standard (SLQS)**.
- Minimum of **5 years of experience in education leadership**, including experience as a principal or central office administrator.

Preferred Qualifications

- Master's or Doctorate in Education, Leadership, or a related field.
- Experience working in or with **charter schools** or **start-up educational environments**.
- Knowledge of the **Alberta curriculum, Education Act, and Charter School Regulation**.
- Strong background in policy, governance, financial oversight, and staff development.

Key Competencies

- Visionary and instructional leadership aligned with the SLQS.
- Ability to build strong teams, school culture, and stakeholder relationships.
- High ethical standards, integrity, and a student-centered mindset.
- Proven capacity to manage complex school operations and compliance requirements.

Application Process

Interested applicants should submit the following to **info@rmcschoolfoundation.org**:

- Cover Letter
- Resume/CV
- Alberta Teaching Certificate number
- Names and contact information of three professional references

Subject Line: **Superintendent Application – [Your Full Name]**

Only candidates selected for an interview will be contacted.