



PYRAMID LAKE JR/SR HIGH SCHOOL

PRINCIPAL PROFILE

PURPOSE

The Pyramid Lake Jr./Sr. High School Board of Education seeks a Principal who will serve as the instructional and administrative leader of a small, community-centered school grounded in strong relationships and a commitment to Culture, College, and Career readiness.

The Principal will provide visionary leadership while ensuring effective daily operations, fostering a positive school culture, and strengthening partnerships among students, staff, families, and the Pyramid Lake Paiute Tribe. This profile reflects the Board's expectations for a collaborative, student-centered leader who values culturally responsive practices and community engagement in a rural setting.

REQUIRED QUALIFICATIONS & ELIGIBILITY

The Board seeks candidates who meet the following minimum qualifications:

- Holds, or is eligible to hold, a Nevada school administrator endorsement.
- Possesses a Master's Degree in School Administration or a related field.
- Has at least three (3) years of classroom teaching experience, preferably at the secondary level.
- Brings four (4) years of administrative experience, including two (2) years of grant management experience.
- Has a minimum of two (2) years of school-site leadership experience as an assistant principal or principal.
- Holds, or is eligible to hold, a valid Nevada driver's license and First Aid/CPR certification.

Preferred Qualifications:

- Experience working in or leading a Bureau of Indian Education (BIE) school.

LEADERSHIP PROFILE AND DESIRED ATTRIBUTES

Instructional Leadership & Student Achievement

The Board seeks a Principal who:

- Serves as a strong instructional leader focused on academic growth, student engagement, and post-secondary readiness.
- Supports a rigorous academic program that includes End-of-Course assessments, ACT/SAT preparation, and dual-credit opportunities.
- Promotes effective teaching practices, curriculum development, and data-informed decision-making.
- Supports staff in implementing student growth plans and effective instructional strategies.

Governance & Board Relations

The successful candidate will:

- Work collaboratively with the Board of Education to implement policies and achieve the school's mission.
- Provide timely, transparent updates and recommendations to support informed decision-making.
- Understand and respect the governance role of the Board while effectively leading school operations.

School Operations and Fiscal Management

The Board desires a Principal who:

- Oversees budget development and financial management, including grant funding and reporting.
- Ensures compliance with federal, state, tribal, and Bureau of Indian Education regulations.
- Maintains a safe, orderly, and well-managed campus environment.
- Effectively manages school systems, student records, and operational processes.

Staff Leadership & Human Resources

The ideal candidate will:

- Foster a culture of trust, collaboration, and professional growth.
- Recruit, retain, and support high-quality staff.
- Conduct fair and meaningful evaluations aligned with school policies.
- Identify professional development needs and implement strategic staff development plans.

Communication & Community Engagement

Pyramid Lake seeks a Principal who:

- Is highly visible, approachable, and engaged in the school and community.
- Communicates clearly and consistently with students, staff, families, and stakeholders.
- Serves as a strong ambassador for the school, promoting its programs and successes.
- Builds partnerships that expand opportunities for students.

Community Values & Commitment

The Board seeks a leader who:

- Embraces the close-knit, relationship-driven nature of Pyramid Lake Jr./Sr. High School.
- Understands and values the rural community context.
- Demonstrates a commitment to long-term leadership and stability.
- Champions the school's mission of preparing students for success through Culture, College, and Career readiness.

SUMMARY

Pyramid Lake Jr./Sr. High School seeks a Principal who is a collaborative, culturally responsive, and student-focused leader. The Board desires a leader who will:

- Lead with integrity and professionalism
- Strengthen academic outcomes while honoring cultural identity
- Build strong relationships across the school and community
- Effectively manage school operations and resources

This is a unique opportunity to serve a school community where culture, relationships, and student success are deeply interconnected, and where the Principal plays a vital role in shaping both educational outcomes and community impact.