School Director

Heartland Lakes Community School (HLCS) Park Rapids, Minnesota

Permanent and Interim candidates will be considered.

Lead a School. Build a Community. Make a Difference.

Heartland Lakes Community School is seeking an exceptional educational leader to serve as our next School Director.

This is an opportunity to lead a growing charter school grounded in environmental stewardship, expeditionary learning, strong relationships, and whole-child education. We are looking for a leader who is equally comfortable setting strategic direction and engaging in the daily work of supporting students, staff, and families.

The successful candidate will be a relationship-centered leader who enjoys being actively involved in school operations, building culture, supporting teachers, and working collaboratively with families, staff, and community partners to help every student thrive.

About Heartland Lakes Community School

Our Mission

HLCS exists to empower scholars to bravely live their truth, to become wise stewards of the land and resources, and to ignite lasting curiosity that leads to positive change in their school, their communities, their world, and themselves.

Our Educational Approach

Heartland Lakes Community School embraces experiential and expeditionary learning that connects students to their environment, community, and the world around them. Through outdoor education, project-based learning, and strong relationships, we strive to meet the needs of the whole child while fostering curiosity, resilience, collaboration, and a lifelong love of learning.

About the Role

The School Director serves as the educational and operational leader of Heartland Lakes Community School and is responsible for advancing the school's mission, vision, values, and strategic goals.

The Director provides leadership across all aspects of the school, including academics, student support, personnel leadership, financial stewardship, school operations, compliance, enrollment, and community engagement.

This role is ideal for a leader who enjoys balancing strategic thinking with hands-on leadership and who values being actively engaged in the daily life of the school. Working closely with the leadership team, the Director ensures that students, staff, and families experience a safe, welcoming, and successful learning environment.

What You'll Do

Lead the School

- Implement the school's mission, vision, and strategic plan.
- Guide school improvement and organizational growth efforts.
- Promote environmental stewardship and expeditionary learning.
- Foster a culture of collaboration, belonging, accountability, and excellence.

Support Student Success

- Maintain accountability for academic performance and student achievement.
- Support implementation of high-quality instructional practices.
- Ensure systems are in place to meet students' academic, behavioral, and social-emotional needs.

- Partner with school leaders to promote continuous improvement and student growth.

Build and Develop Great Staff

- Recruit, hire, support, evaluate, and retain outstanding educators and staff.
- Foster professional growth and leadership development.
- Establish clear expectations and accountability.
- Build a positive, collaborative, and mission-driven workplace culture.

Manage School Operations

- Oversee daily school operations and organizational effectiveness.
- Support facilities, technology, transportation, enrollment, and operational planning.
- Ensure compliance with charter, state, and federal requirements.
- Address challenges that impact the learning environment.

Partner with Families and Community

- Build strong relationships with students, families, staff, and community partners.
- Serve as the primary ambassador for the school.
- Support enrollment, recruitment, and retention efforts.
- Foster partnerships that enhance opportunities for students and strengthen the school.

Provide Financial and Organizational Leadership

- Lead budget development and financial planning.
- Ensure responsible stewardship of school resources.
- Support fundraising, grant development, and community partnerships.
- Work collaboratively with the Board of Directors to support long-term sustainability.

Who You Are

The ideal candidate is:

- A mission-driven educational leader.
- Passionate about student success and whole-child development.
- A builder of teams, relationships, and community.
- Collaborative, approachable, and authentic.
- Comfortable balancing strategic priorities with operational realities.
- An effective communicator and active listener.

- Skilled at developing people and fostering leadership in others.
- Adaptable, resilient, and solutions-oriented.
- Committed to creating an inclusive and welcoming school environment.

Qualifications

Required

- Bachelor's degree in Education, Educational Leadership, Administration, Organizational Leadership, or a related field.
- Minnesota Administrative License or willingness to complete Continuing Education Units (CEUs).
- Demonstrated leadership experience in education.
- Experience supervising and developing staff.

Preferred

- Master's degree in Education, Educational Leadership, Organizational Leadership, Business Administration, or related field.
- Charter school leadership experience.
- Experience working with governing boards.
- Experience leading school improvement initiatives.
- Experience serving diverse student populations.

Details of Employment

- Accepting applications immediately for position beginning January 2027
- Interviews will be conducted on a rolling basis
- Full-time, exempt position
- Salary Range: $75,000 to $85,000
- Health care benefits
- Paid Time Off (PTO)
- TRA-eligible position
- EL Education professional development and leadership opportunities

The Board of Directors is seeking a collaborative and visionary leader to assume the role of School Director and lead Heartland Lakes Community School into its next chapter. The successful candidate will work closely with staff, families, and the Board to continue strengthening the school's culture, educational program, and long-term sustainability.

To Apply

Please submit:

- Cover letter
- Resume
- Three professional references
- Licensure documentation (if applicable)

Applications may be sent to:

careers@heartlandlakescs.org

Join Heartland Lakes Community School and help create a learning community where students are known, valued, challenged, and inspired to make a positive impact on the world around them.