



High School Assistant Assistant Principal 2026-2027 School Year

Text **AP26** to (720) 964-1157 to start the application process!

Why Eagle Ridge Academy?

[Eagle Ridge Academy](#) is a college preparatory public charter high school located in Brighton, Colorado, committed to preparing students to succeed in college, career, and life. Our academic program is intentionally designed to ensure that students graduate with the knowledge, skills, and habits needed to thrive at the post-secondary level. Through our [Vision, Mission, Core Values, and organizational "WHY,"](#) we focus on creating a learning environment where students are challenged academically while also feeling supported and connected within our school community.

ERA has built a strong reputation for academic excellence and student success. The school consistently demonstrates strong outcomes for students and is proud of several notable achievements, including:

- Among the **highest graduation rates in the Denver Metro area**
- **Leading SAT and PSAT scores within School District 27J**
- A **100% college acceptance rate** for graduates who apply
- A **satellite campus partnership with Front Range Community College**, allowing students to access concurrent enrollment opportunities
- Recognition by **U.S. News & World Report** for strong performance in college readiness, graduation rates, and student achievement metrics
- A new but quickly growing **Advanced Placement** program

In addition to its strong academic outcomes, Eagle Ridge Academy offers a **four-day school week**, providing a unique balance that supports both rigorous academic expectations and professional sustainability for staff. This schedule creates meaningful opportunities for teacher collaboration, professional growth, and personal balance while maintaining high expectations for student learning. Eagle Ridge Academy's culture is rooted in our core values:

Respect All – honoring the individuality and contributions of every member of our community

Practice Excellence – pursuing high standards and continuous improvement

Have Fun – creating an engaging and joyful learning environment

Are One – building a strong community where we rise by lifting one another

The Assistant Principal at Eagle Ridge Academy has the opportunity to lead within a school community that values relationships, academic rigor, and a shared commitment to helping students learn masterfully and thrive in a welcoming, safe environment.

About the Position:

[Eagle Ridge Academy](#) is seeking a motivated, student-centered Assistant Principal who is passionate about instructional excellence, teacher development, and continuous school improvement. The Assistant Principal serves as the school's primary leader for instructional coaching, professional learning, assessment coordination, and instructional systems while partnering closely with the Principal to ensure every student receives a rigorous, engaging, and supportive educational experience.

Working collaboratively with the Principal, Deans, teachers, and support staff, the Assistant Principal helps strengthen instructional practices, develops teacher capacity, analyzes student achievement data, and leads systems that improve teaching and learning across the school.

This position combines the responsibilities of an instructional leader, instructional coach, testing coordinator, professional development leader, and school administrator into one comprehensive leadership role. The ideal candidate enjoys spending time in classrooms, coaching teachers, analyzing instructional data, and building systems that help both teachers and students succeed.

Position Overview:

The Assistant Principal serves as the school's lead instructional coach and supports the Principal in advancing Eagle Ridge Academy's mission through high-quality instruction, meaningful professional development, and data-informed decision making.

The Assistant Principal spends significant time in classrooms observing instruction, coaching teachers, facilitating professional learning, and working alongside departments to strengthen instructional practices aligned with Colorado Academic Standards and Teach Like a Champion strategies.

This leader oversees schoolwide assessment coordination, instructional data analysis, MTSS systems, teacher induction, mentoring, and instructional improvement initiatives while collaborating closely with the Principal and leadership team to ensure strong academic outcomes for every student.

What We're Looking For in a Leader:

Instructional Coach

A leader who believes teacher growth is the greatest lever for improving student achievement. The Assistant Principal regularly observes classrooms, provides meaningful coaching and feedback, models instructional strategies, and supports teachers in implementing best practices.

Professional Learning Leader

A leader who enjoys designing and facilitating engaging professional development that meets teachers where they are while helping them continually improve.

Data-Driven Leader

Someone who loves using assessment and classroom data to identify trends, celebrate successes, and develop action plans that improve student learning.

Collaborative Partner

A leader who works alongside the Principal, Deans, department leaders, and teachers to build strong instructional systems and positive school culture.

Relationship Builder

Someone who develops trusting relationships with teachers, students, and families while creating an environment where everyone feels supported and valued.

Organizational Leader

Someone capable of managing multiple initiatives simultaneously while maintaining strong communication, organization, and follow-through.

Key Responsibilities of the Assistant Principal:

Instructional Leadership & Teacher Development

- Lead instructional coaching across the school through frequent classroom observations and individualized coaching cycles.
- Conduct formal and informal teacher observations and evaluations.
- Provide actionable feedback focused on instructional rigor, classroom management, student engagement, and effective instructional practices.
- Support implementation of Teach Like a Champion strategies.
- Lead instructional rounds and learning walks.
- Facilitate instructional reflection conversations.
- Support new teacher growth through the induction program.
- Coordinate and oversee the school's mentor program.
- Maintain the staff Google Classroom and instructional resources.
- Serve as liaison to academic departments and grade level teams.
- Support instructional planning aligned to Colorado Academic Standards.

Professional Learning

- Plan the annual professional development calendar.
- Design and facilitate professional learning sessions.
- Coordinate teacher workdays and professional development days.
- Lead beginning-of-year teacher onboarding.
- Coordinate instructional book studies and professional learning communities.
- Support implementation of schoolwide instructional initiatives.

Assessment & Instructional Data

- Serve as the school's Testing Coordinator.
- Coordinate all state and local assessments including:
 - SAT
 - PSAT
 - CMAS
 - ACCESS
 - AP Testing
 - College Board assessments
- Develop testing schedules.
- Train testing staff and proctors.
- Coordinate communication with students and families.
- Maintain testing security.
- Analyze assessment data.
- Lead data dives following major assessments.
- Track historical achievement trends.
- Present assessment findings to staff and leadership.
- Support departments in using assessment data to improve instruction.

MTSS Leadership

- Coordinate the Multi-Tiered System of Supports (MTSS).
- Facilitate MTSS meetings.
- Monitor intervention effectiveness.
- Coordinate academic intervention plans.
- Analyze intervention data.
- Work collaboratively with counselors, special education staff, and teachers to improve student outcomes.

School Leadership

- Serve as a member of the Administrative Leadership Team.
- Assist the Principal with daily school operations.
- Help supervise student arrival, dismissal, lunch, passing periods, and school events.
- Assist with student discipline as needed.
- Support the Deans with D/F list monitoring and intervention planning.
- Collaborate on school improvement planning.
- Serve as Eagle Ridge Academy's representative to the District Accountability Committee (DAC).
- Assist with accreditation and accountability processes.
- Participate in emergency response planning and safety drills.
- Support substitute teacher coordination when needed.
- Assist with recruitment events, parent information nights, and community outreach.

*****This is a 205-day position*****

Compensation/Salary:

- *Salary commensurate with experience and aligned with the scope of the role.*
 - *Salary Range is \$91,843 - \$113,843*
-

Benefits Overview:

ERA offers a comprehensive benefits package, including:

- **Employer-paid benefits package includes:**
 - Medical Insurance (UMR United Healthcare Plans or Kaiser HMO)
 - Health Savings Account (with employer HSA contribution)
 - Dental Insurance (Delta Dental PPO)
 - Vision Insurance (VSP)
 - Short-Term/Long-Term Disability
 - \$20,000 Term Life Insurance
 - Professional Liability Plan ([PACE](#))
 - Employee Assistance Program (8 therapy + 8 coaching sessions)
 - 6 PTO + 6 Sick/HFWA days per year (annual sell-back option available)
- **Additional Benefits:**
 - [PERA](#) defined benefit pension
 - Flexible Spending Plans
 - Optional 401k, 403b, 457, Roth IRA
 - Flexible Spending Plans
 - Aflac voluntary coverage

You can access the details about our current 2026/2027 benefit plans, here: [ERA Benefit Guide Link](#).

Minimum Qualifications

- Colorado Principal License or ability to obtain within one year.
- Master's Degree in Educational Leadership or related field.
- Minimum of five years of successful secondary teaching experience.
- Demonstrated success coaching teachers and improving instruction.
- Experience leading professional development.
- Experience analyzing student achievement data.
- Knowledge of Colorado accountability systems.
- Strong organizational and communication skills.
- Commitment to student-centered leadership.

Preferred Qualifications

- Previous Assistant Principal, Instructional Coach, or Dean experience.
 - Experience with Teach Like a Champion.
 - Experience coordinating state assessments.
 - Experience with MTSS leadership.
 - Experience evaluating teachers.
 - Experience in a Colorado charter school.
 - Experience leading PLCs.
 - Experience with SAT, PSAT, AP, and CMAS data analysis.
 - Experience supporting new teacher induction and mentoring.
-

Application Process:

To apply, complete our online application: [Careers At Eagle Ridge Academy](#). We are seeking professional, highly qualified candidates to join our team.

Equal Opportunity Employer:

Eagle Ridge Academy is an equal opportunity employer. We are committed to an inclusive environment for all employees. We do not discriminate based on race, color, national origin, sex, disability, age, religion, sexual orientation, gender identity, or any other protected status in accordance with applicable laws and regulations.

Posting Timeline:

Opening Date: 7/14/26

Closing Date: 8/14/26, or until filled

Interested? Text “**AP26**” to (720) 964-1157 or [apply online](#)!
Join our team and make a difference in the lives of our students!