

North River School Dist. No. 200

Position: Superintendent

Purpose:

The Superintendent will be the sole administrator for the North River School District, a small, rural P-12 school East Of Aberdeen, WA. This position provides leadership to coordinate and supervise the effective operation of the school/ District. To accomplish these tasks, this individual works closely with the students, community, staff, and the Board of Directors of North River School District No. 200.

The Board has identified the following priorities candidates are asked to address within their letter of application;

Required Qualifications:

- Educator and leadership experience essential for success as a superintendent.
- Candidates must have prior certificated teaching experience and possess or have the ability to obtain a WA state teaching certificate.
- A Principal Certification is required. A Superintendent Certification is preferred.
- Willingness and ability to perform principal functions to support the school. Given the size of the District, a principal is not employed, and the Superintendent performs the necessary duties of a principal.
- Respect for all staff and community with an approachable personality and a commitment to honesty and integrity.
- Ability to provide competent financial oversight of the district and align expenditure decisions with District priorities.
- A demonstrated ability to communicate effectively and listen to multiple voices and perspectives as a leader.
- A collaborative leadership style that inspires teamwork and trust among all stakeholders.
- Ability to pursue available funding opportunities to enhance learning opportunities for students.
- Forward thinking and innovative in facilitating problem-solving and strategic planning.
- Demonstrated capability to build and maintain collaborative relationships with employee unions/associations, parent groups, community organizations, staff, and the school board.
- A commitment to become part of the North River community and engage visibly in school and community events.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES OF SUPERINTENDENT (TO INCLUDE, BUT NOT LIMITED TO):

- Provide professional leadership in organizing, administering, supervising and evaluating staff (including certificated staff).
- Create an agenda for monthly school board meetings and attend school board meetings.
- Supervise the development, administration and monitoring of the annual school district budget.
- Recommend all final employee hiring (classified staff and certificated staff) to the Board of Directors.
- Write and review all grant and support funding for the district.
- Work closely with the Transportation Supervisor to check road conditions for buses in inclement weather and make decisions to delay or close school, if needed.
- Other duties as assigned by the North River School Board of Directors to support the safety and success of the students and staff.
- Develop collaborative working relationships with parents, staff, community and School Board focused on shared priorities.
- Facilitate inclusive decision-making processes to ensure stakeholder engagement and input opportunities.
- Develop a budget planning process which ensures stakeholders engagement and education, alignment of expenditures with system priorities and responsible financial management.

- Gather input regarding district communication strategies and develop an effective plan to address identified challenges and opportunities.

The Board prefers the Superintendent live within the area and will grant the successful candidate usage of the Superintendent's cottage. Current rent is \$1000.00 per month and the Superintendent is responsible for all the utilities.

RESPONSIBLE TO: The North River School District's Board of Directors

APPLICATION PROCESS:

Submit all application materials electronically to EdJobsNW.org within the application platform.

- A formal letter of application containing personal and professional qualifications, your reasons for interest in the position, and how you would address the district priority areas-See below (file upload);
- A current resume (file upload)
- A completed application at EdJobsNW.org;
- Three to five letters of recommendations that address your qualifications and leadership abilities uploaded with application (file upload)

Attention: Cassandra Doll
cdoll@nr.k12.wa.us

TIMELINE:

Posting Date: March 21, 2025

First Application Review: April 15, 2025

Salary: \$110,000.00 (depending on qualifications and experience) plus benefits the first year.

The Board of Directors will potentially negotiate a multi-year contract with a competitive salary and benefits package, after the first year, that is commensurate with local and like-sized Washington state school districts with the selected candidate.

North River School District No 200 website: <http://nr.k12.wa.us>

North River School District is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact Lorenzo Churape at lorenzochurape@nr.k12.wa.us Board Chairman.

