

Eddyville Charter School

Position Opening -Superintendent/Principal

Eddyville Charter School K-12,
Eddyville, Oregon

ANNOUNCEMENT: The Board of Directors of the Eddyville Charter School invites applications for the position of Superintendent/Principal. The position begins July 1, 2012. Some transitional time with the current administration may be available.

The Position

Eddyville Charter School's Board of Directors, staff, students and community are seeking an outstanding educator who can serve as both district superintendent and principal. The successful candidate must have a deep compassion for working with all students and the ability to create an educational environment which will allow students to reach their personal and academic potential. The candidate must have the knowledge and ability to create a professional learning community which promotes a model of continuous improvement and encourages staff innovation and growth. The Eddyville Charter School Board will place a high priority on candidates who are willing to relocate to the student attendance area; commit to long-term leadership; and have prior administrative experience.

Contract length, terms, benefits and salary are negotiable and competitive with comparable charter schools. The successful candidate must hold or qualify for an Oregon Superintendent's license.

Characteristics, Experiences, and Qualities to be considered;

- Demonstrates a high level of personal and professional honesty, integrity and ethics
- Demonstrates strong decision-making skills; involves others in the decision-making process; able to effectively delegate responsibility to others
- Is approachable, accessible and listens to others with an open mind; evaluates fairly
- Willing to be highly visible in the schools and community; actively participates in school and community activities
- Is able to build unity and develop positive relationships with staff , students, board members and the community; compassionate
- Understands and has experience with small, rural school districts
- Is knowledgeable about Oregon and federal school law and special education law
- Has a working knowledge of personnel issues, labor negotiations and contract management
- Understands and demonstrates sound planning, fiscal management and budgeting skills
- Has experience with technology; is knowledgeable about instructional and computer soft ware; able to provide support and leadership
- Understands facility maintenance

Timelines

Closing date:	Thursday,	February 29, 2012
Paper Screening:	Friday,	March 1, 2012
Interviews:	Wednesday – Saturday	March 7-10, 2012
Site visits for finalists if necessary	Monday- Friday	March 19-23 2012
Finalists interview @ Eddyville	Tuesday – Thursday	April 3-5, 2012
Board approval	Thursday	April 19, 2012
Starting date:		No later than July 1, 2012

Application process - All applicants must submit the following:

- A letter of interest stating why you wish to be employed by the Eddyville Charter School
- A current resume
- Three to five current letters of recommendation
- A copy of your Oregon administrative license or proof of eligibility for an Oregon license.
- A one page letter that addresses the characteristics, experiences, and qualities listed for the position
- A statement that describes your experience and /or philosophy of leading a small rural school
- All application materials must be complete and available to Eddyville Charter School by 4 p.m., Thursday, February 29, 2012.

Lisa Renfrow, Administrative Assistant Board Clerk
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Clarifying questions may be directed to Pete Tuana, Superintendent; Ann Cook, Board Clerk; or Lisa Renfrow, Administrative Assistant