



Invites applications for the
position of

SUPERINTENDENT

Location: Yamhill, Oregon
Enrollment: 1,060 students
Base Salary: \$130,000 to \$145,000
Closing Date: **Jan 18, 2021**
Start Date: July 1, 2021



The Yamhill-Carlton School District Board of Directors is seeking a highly qualified candidate with visionary leadership skills and successful experience in education administration to serve as **Superintendent** beginning **July 1, 2021**. The successful candidate must have experience as an administrator, excellent communication skills, unquestionable integrity and be willing to be involved in the community. The School Board will offer a competitive compensation package to the successful candidate. The **expected salary range is \$130,000 to \$145,000 annually**.



Boy's Basketball



Looks like fun!

The District

The Yamhill-Carlton SD serves about **1,060 students** in the communities of Carlton and Yamhill with a comprehensive K-12 program in one high school (9-12), one intermediate (4-8), one grade school (K-3) and one online/home school (Alliance Academy). The District employs a staff of 61 licensed staff; 43 classified staff; 6 confidential staff; and 6 administrative staff. The District projects a general fund budget of approximately \$13 million.



[Yamhill-Carlton SD website](#)



The Community

Nestled between the rolling hills of Western



Oregon, centrally located in the Northern Willamette Valley between Portland and the Oregon Coast, you'll find the towns of Yamhill and Carlton in the heart of the Willamette Valley's Wine Country. Both are small farming towns with Yamhill having a population of about 1,100 residents and Carlton about 2,150. Carlton has over 40 wineries doing business within the city limits. The Citizens of Carlton take pride in their "Great Little Town" which has lovely parks, an outdoor pool, and a variety of downtown businesses.

[City of Yamhill website](#)

[City of Carlton website](#)

The Position

The successful candidate must hold or qualify for an Oregon superintendent's license and must also demonstrate the following **qualities**:

- Effective, transparent communication and good listening skills.
- Background in K-12 teaching and building administration preferably in small rural communities with diverse populations similar to Yamhill-Carlton.
- Understands the K-12 construct, especially as it relates to Yamhill-Carlton.
- Puts KIDS first; is committed to serving all kids.
- High degree of integrity/honesty; respectful of all groups; strong core values; culturally competent.
- Ability to build and sustain strong, effective family/community partnerships that impact student success.
- Proven ability to make tough decisions when necessary and effectively communicate the reasons (transparency).
- An empowering and innovative leadership style that collaborates builds consensus and trust; inspires all while building a respectful work environment.
- Is personable/approachable while keeping an open mind; works well with others; good sense of humor.

- Highly visible; actively participates in school and community activities.
- Understands Oregon school finance, demonstrates sound fiscal management and budgeting skills, experience implementing a bond preferred.



Application Requirements

- Completed Application form
- Current resume
- Cover letter of interest
- 3-5 current letters of reference
- Copy of administrator license or proof of eligibility to obtain one
- A statement about how you meet the qualities and qualifications set by the Board

Search Calendar (tentative)

Jan 18, 2021 Close Applications

Jan 21-28 Review Applications
 Jan 29-Feb 10 Reference checks
 Feb 12-15 Conduct first interviews
 Mar 11 Announce selection
 July 1, 2021 Begin employment

The District is an equal opportunity employer and educator.

How to Submit an Application

Application packets are submitted to Oregon School Boards Association – Executive Search **OSBA JOB BOARD** (www.osba.org/execjobs) **via the Revelus application portal (see the link below)**. All applicants will submit a candidate profile (completed when you create your Revelus account) and a completed application, as well as upload the other application material documents to the application portal. **The application packet must be submitted by 5pm on the closing day.**

[OSBA Revelus Portal](#)

More Information About Position & Process

Regarding the **position** or **application process**, contact:

Sarah Herb, Executive Search and Events Specialist (OSBA); sherb@osba.org; 503.400.3047 (direct) ; 800.578.6722 (office); 503.588.2813 (Fax)



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This executive **search** is conducted by **Oregon School Boards Association** with assistance from **NextUp Leadership** for recruiting, marketing and distribution about the vacancy.