



Invites applications for the position of

Executive Director

Location: **Beaverton, Oregon**
Enrollment: **400 students (K-8)**
Salary: **\$110,000-\$120,000** plus benefits
Closing Date: Jan 19, 2022
Start Date: **July 1, 2022**
Reports To: Board of Directors



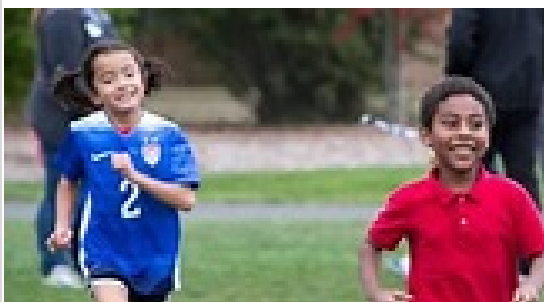
The **Arco Iris Spanish Immersion School** (a public charter school) is seeking applicants for the **Executive Director position to begin work on July 1, 2022**. The Arco Iris School Executive Director is responsible for the successful operation and management of the school, including curriculum, instruction, staff, budget, physical facilities, public relations and the safety and welfare of the students and staff. The School will offer a competitive compensation package to the successful candidate with an **annual base salary range of \$110,000 - \$120,000** plus benefits which includes picking up the employee's contribution to PERS which is 6% of salary.

Mission Statement - Arco Iris cultiva el éxito académico de todos los estudiantes a través de una educación bilingüe y un plan sólido de estudios de matemáticas. Nuestros estudiantes son miembros de una comunidad multicultural solidaria que valora la diversidad, la equidad y la inclusión.



The Position

The Executive Director leads and inspires the entire school community to engage students in achieving their fullest potential. This is accomplished through implementation of the school charter; through development of school improvement plans; through building coordination; and through supervision of instruction, student services, personnel management, community collaboration, and business/financial management. The Executive Director supports the teachers in developing students into responsible, bilingual, bi-literate and multi-culturally competent members of the community.



The School

Arco Iris Spanish Immersion School is a K-8th grade public charter school in Beaverton, Oregon, featuring Spanish immersion and Singapore Math serving **approximately 400 students**. The School employs a staff of ten classified staff, 23 licensed staff and two administrative staff.



The School founded in 2010 is the first charter school in the Beaverton School District. Arco Iris School is a one-way Spanish Immersion school with a mission focused on bilingual language achievement, a rigorous mathematics program and a multicultural community that will improve outcomes for all students, including those who are historically and educationally underserved. Students also have daily English class and with the double emphasis on language arts.

The students usually score in the **top 10%** in the state every year. For 2021, the School was **ranked #3 for Best Charter Elementary Schools in Oregon, #4 for Best Charter Middle Schools in Oregon and #15 for Best Public Middle Schools in Oregon** by Niche.com with an overall grade of "A".

[Arco Iris School website](#)

[We Are Arco Iris video](#)





Qualities and Qualifications

The successful candidate must hold or qualify for an Oregon administrator's license and provide proof of compliance with OAR 333-019-1030 (COVID-19 Vaccination Requirements for Teachers and School Staff).

The successful candidate must also demonstrate the following **personal and professional qualities**:

- Effective communication and listening skills
- Background in teaching and building administration; supportive of teacher training/professional development; experience leading professional development for staff; preferably fluent in Spanish
- Works well with others; strong collaborator that empowers students, staff, parents and community members; builds strong relationships with staff
- High degree of integrity/honesty with strong core values; culturally competent; respectful of all groups
- Is personable/approachable while keeping an open mind; conveys a growth mindset; committed to social emotional learning; visionary thinker
- Puts KIDS first; is committed to serving ALL kids; values diversity and equity for ALL; believes ALL students can learn
- Understands Oregon school finance, demonstrates sound fiscal management and strong budgeting skills
- Proven ability to make tough decisions when necessary and effectively communicate the reasons (transparency)
- Highly visible in our community and school; proven ability to build strong community partnerships; committed to a long term relationship as an integral leader in the community and school

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

Search Calendar (tentative)

Jan 19, 2022 Close Applications

Jan 24-Feb 1 Review Applications
 Feb 1-12 Begin reference checks
 Feb 13-16 Conduct first interviews
 Mar 14-15 Finalist forum & 2nd interview
 Mar 15 Announce selection
 July 1, 2022 Begin employment

- A statement on how you meet the qualities and qualifications set by the Board (in narrative form, no longer than 500 words)

The School is an equal opportunity employer and educator.

How to Submit an Application

Application packets are **submitted to Oregon School Boards Association** – Executive Search [OSBA Jobs](#) in 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 - Arco Iris Executive Director Application

More Information

Regarding the **position** and the **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)

This executive search is **conducted by Oregon School Boards Association** with the assistance of **NextUp Leadership** (gregmckenzie@att.net) for recruiting, marketing and distribution about the vacancy.