



**Invites applications for the
position of**

SUPERINTENDENT

Location: **Woodburn, Oregon**
Enrollment: **5,500 students**
Salary: **\$165,000 to \$175,000 annually**
Closing Date: **Feb. 6, 2022**
Start Date: **July 1, 2022**



The **Woodburn 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, 2022**. The successful candidate must have experience as an administrator, excellent communication skills, unquestionable integrity and be willing to be involved in the community. The Board will offer a competitive compensation package to the successful candidate with an **annual salary range of \$165,000 to \$175,000 plus benefits**.



The District

The Woodburn SD serves approximately **5,500 students** in four elementary, two middle and five small high schools (consisting of 4 small academies and one alternative high school). The District employs a staff of 359 licensed employees, 255 classified employees, 16 confidential employees, and 28 administrators. The District has a general fund budget of about \$80 million and passed a capital improvement bond of \$61.5M in 2015. **In 2019 both the Boys and Girls soccer teams were 4A State Champions.**

To learn more about the District, visit

[Woodburn SD website](#)

[Woodburn Schools videos](#)



The Community

Woodburn is a community rich in history, tradition and diversity. With a mix of world cultures, **Woodburn celebrates its diversity as one of Oregon's fastest growing and innovative communities.** Its location in the northern Willamette Valley along Interstate 5 offers quick and easy access to both the Portland and Salem metropolitan areas. Long known as a center of agriculture, Woodburn is also the window to the Willamette Valley, providing visitors a gateway to some of the area's most beautiful attractions, including the Oregon Garden, Champoeg and Silver Falls state parks.

For more information about the area visit:

[City of Woodburn website](#)

[Woodburn Chamber of Commerce](#)



The Position

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

The successful candidate will also have the following **personal and professional qualities**:

- Effective communication and listening skills.
- Background in teaching, including dual language education and building administration, instructional leader, preferably in communities with diverse populations similar to Woodburn.
- High degree of integrity/honesty; respectful of all groups; strong core values; culturally competent.
- Puts KIDS first; is committed to serving all kids K-12 with an equity lens.

- Proven ability to make tough decisions when necessary and effectively communicate the reasons (transparency).
- An empowering leadership style that collaborates, builds consensus and inspires while building a respectful work environment.
- Is personable/approachable while keeping an open mind; works well with others; good sense of humor.
- Ability to build and sustain strong, effective family/community partnerships that impact student success; build community trust.
- Highly visible; actively participates in school and community activities.
- Understands Oregon school finance, demonstrates sound fiscal management and strong budgeting skills; well organized.
- Innovative visionary; solid academic credentials
- Bi-lingual and multicultural 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 (in narrative form, no longer than 500 words)

Search Calendar (tentative)

Feb 6, 2022 Close Applications

Feb 8-15 Review Applications
 Feb 16-Mar 2 Begin background checks
 Mar 3-7 Conduct initial interviews
 Mar 30-31 Finalist Forum in District
 Apr 6 Announce selection
 July 1, 2022 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](http://www.osba.org/execjobs) (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 Link - Woodburn SD Supt 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)



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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.