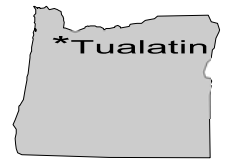




Executive Search Services

NOTICE OF VACANCY OPPORTUNITY

The Board of Directors of the
MITCH Charter School – Tualatin, Oregon
Invites applications for the position of



INTERIM EXECUTIVE DIRECTOR

The Multi-sensory Instruction Teaching Children Hands (MITCH) Charter School is seeking applicants for an interim Executive Director position. The 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 charter school 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; development of school improvement plans; building coordination; and supervision of instruction, student services, personnel management, community collaboration, and business/financial management. The Executive Director supports the teachers in developing students into literate, knowledgeable, and confident leaders of the community, nation and world.

The MITCH Charter School serves approximately 250 students. The school is a Kindergarten through 5th grade public charter school sponsored by the Tigard Tualatin School District. The charter school employs a staff of three classified staff, 17 licensed staff and two administrative staff. The charter school has a general fund budget of approximately \$1.6 million.

The board will offer a competitive compensation package to the successful candidate based on experience and a proven track record. The salary range is \$85,000 – \$95,000. 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).

APPLICATION OPEN: August 11, 2022

CLOSING DATE: September 1, 2022, **at 5pm (Pacific Time)**

INTERVIEWS: September 23-25, 2022

ASSUME POSITION: As soon as possible

For information regarding the position, contact:
Steve Kelley, Director of Board Development and Executive Searches skelley@osba.org • 503.588.2800

For questions regarding the application process, contact:
Sarah Herb, Executive Search and Events Specialist
sherb@osba.org • 503.400-3047 (direct)

To apply visit our website at www.osba.org/execjobs

The MITCH Charter School is an equal opportunity employer.