



Invites applications for the position of

SUPERINTENDENT



Location: **Coos Bay, Oregon**
Enrollment: **3,000 students**
Salary: **\$140,000 to \$155,000** annually
Closing Date: Jan. 10, 2022
Start Date: **July 1, 2022**



The **Coos Bay 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 a **salary range of \$140,000 - \$155,000 annually plus benefits**.

The District

The Coos Bay SD serves about 3,000 students in two elementary K-2 schools, two elementary 3-6 schools, one middle 7-8 school, one high 9-12 school, two charter schools and one alternative high school. The District employs a staff of 177 licensed employees, 131 classified employees, three



The Area

Coos Bay is located on the Southern Oregon coast and combines the conveniences of city living with the environment of country life. The ocean, beaches, nearby lakes and mountains provide excellent recreational activities. Local businesses provide a variety of shopping opportunities and services.



confidential employees, and 17 administrators. The District has a general fund budget of approximately \$38 million and a bond.

[Coos Bay SD website](#)



The local economy is driven by tourism, commercial fishing, shipping and the timber industry.

The spectacular natural beauty and abundant recreational opportunities of the southern Oregon coast region offer a high quality of life for its citizens. Surrounded by emerald forests, the mighty Pacific Ocean, and the Bay (Coos Bay), the City of Coos Bay celebrates a rich history as a ship building and lumber shipping center and a regional hub for Oregon's south coast. Coos Bay is a proud community with a rich heritage and a "can-do" attitude.

[Travel Oregon - Coos Bay website](#)



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 also must demonstrate the following qualities:

- Effective communication and listening skills;
- Background in teaching and building administration;
- Works well with others;
- Strong collaborator that empowers students, staff, parents and community members;
- High degree of integrity/honesty with strong core values; culturally competent; respectful of all groups;
- Is personable/approachable while keeping an open mind;
- Puts KIDS first; is committed to serving all kids;
- 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 schools.

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)

Jan 10, 2022 Close Applications

Jan 18-30 Review Applications
Feb 1-11 Begin reference checks
Feb 12-16 Conduct first interviews
Mar 2-3 Finalist forum & 2nd interviews
Mar 14 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 \(www.osba.org/execjobs\)](http://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 - Coos Bay SD Application](#)

More Information About Position & Process

Regarding the **position**, contact:

Steve Kelley, Director of Board Development and Executive Searches;
skelley@osba.org • 503.588.2800 • 800.578.6722 • 503.588.2813 (Fax)

Regarding 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.