



Invites applications for the position of

## SUPERINTENDENT



Location: **Sheridan, Oregon**  
Enrollment: **925 students**  
Salary: **\$125,000 - \$135,000** + benefits  
**Closing Date: April 26, 2020**  
Start Date: July 1, 2020



The **Sheridan 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, 2020**. 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, but anticipates a **base salary in the range of \$125,000 to \$135,000 plus benefits**.



## The District

The Sheridan School District serves about **925 students** in grades K-12. District schools include Sheridan High school (9-12), Faulconer-Chapman (K-8), plus two public charter schools. The district employs a staff of 52 licensed staff; 41 classified staff; four confidential and supervisory staff; and four administrative staff. The district has a general fund annual budget of approximately \$11.5 million for 2019-20.



[Sheridan SD website](#)

[State of the Schools Report - Jan 2020](#)

[Sheridan SD video](#)

## The Community

The City of Sheridan is ideally situated in the heart of the magnificent northwest, near the eastern slope of the coast mountain range, nestled along the South Yamhill River in the Willamette Valley. It is just **31 miles from the Pacific Ocean, 48 miles southwest of Portland and 25 miles northwest of Salem**. Sheridan's **population is 6,165**. Local employment is provided through a federal correctional institute, a nearby casino and the local wine industry. Other area agricultural ventures include row crops, tree fruits, dairy products, grain and cattle. A few miles away is the Evergreen Aviation and Space Museum, home of Howard Hughes' famous "Spruce Goose."



[City of Sheridan website](#)

[City of Sheridan Profile](#)

## The Position

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

- Always puts kids first; commitment to serving ALL students;
- Effective and transparent communication; good listening skills;
- Visibility and participation in our schools and community;
- High degree of integrity; strong core values;
- Follow-through on commitments; appropriate delegation;
- Is personable/approachable;
- Background in teaching and building administration at multiple levels; preferably in small rural communities with diverse populations like in Sheridan;
- Willingness to make tough decisions when necessary and effectively communicate the reasons (transparency);
- Collaboration, consensus-building, empowering leadership;
- Outstanding budget and finance skills; strong knowledge of federal program requirements and compliance with Oregon law and the Student Success Act;
- To expand and improve on current district successes while valuing data driven decision making;
- Willingness to make a long-term commitment to our school district/community.



## 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)

### Apr 26, 2020 Close Applications

- Apr 30 Review Applications
- May 14-17 Conduct interviews
- May 18-25 Reference checks
- May 26-27 Finalist forum
- Jun 3 Announce selection
- July 1, 2020 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](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](#)

## More Information About Position & Process

Regarding the [position](#), contact:

**Steve Kelley**, Director of Board Development and Executive Searches  
[skelley@osba.org](mailto: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 [sherb@osba.org](mailto:sherb@osba.org) • 503.400.3047 (direct) • 800.578.6722 • 503.588.2813 (Fax)



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This executive **search is conducted jointly by Oregon School Boards Association and NextUp Leadership** combining their resources to provide the District an unparalleled level of services and resources in the search process.