

## **Superintendent**

**Riddle School District, Riddle, Oregon**

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### **Position Description for Riddle School District, Riddle, OR**

The Board of Directors for the **Riddle School District in Riddle, Oregon**, is seeking a highly qualified leader to serve as **Superintendent**. The Board wishes to have the successful candidate assume the responsibilities of the position by July 1, 2026.

McPherson & Jacobson, L.L.C., Executive Recruitment and Development, has been engaged as the consultant in a search for outstanding candidates. They will assist the Board of Directors in identifying and screening the candidates.

**Enrollment:** 360 students

**Location:** Riddle, Oregon – 75 miles north of Medford, Oregon and 25 miles south of Roseburg, Oregon in beautiful Douglas County.

**District Description:** Riddle School District offers a unique opportunity for a superintendent who values close relationships, visible leadership, and meaningful impact. Serving a small, K–12 rural community, the district provides the ability to work closely with students, staff, families, and the school board to shape the educational experience in direct and lasting ways. The Board seeks a leader who is engaged, approachable, and committed to being an active presence in both the schools and the broader community, while providing steady instructional leadership and effective operational oversight in a small-district environment.

### **Qualifications and Criteria:**

- Active community involvement and participation in school and local events that positively impact students.
- Experience improving student outcomes in rural systems by supporting principals and teachers directly.
- Experience managing school facilities maintenance and improvement with a background in bond campaigns desired.
- Proven educational leadership in rural, small-school settings with a commitment to student success.
- Demonstrated instructional leadership that supports high-quality teaching and ongoing improvement.
- Skilled in managing school district finances including budgeting, resource allocation, grant writing, and regulatory compliance.

- Ability to build strong, collaborative relationships with students, staff, families, and the broader community.
- Capacity to set and communicate a clear, inspiring vision aligned with the district's mission and goals.
- Ability to work effectively with the board of directors and maintain a strong governance partnership.

### **Requirements:**

The candidates must:

1. Have a current Oregon administrative license, or be eligible for the Oregon Reciprocal License, with an authorization for all levels, a superintendent's endorsement or a transitional superintendent license;
2. Have successful experience as a teacher, principal, and educational leader with preference for leadership at the district level;
3. Have the ability to know and understand applicable Oregon education law;
4. Be willing to reside within a reasonable distance of the district and to be highly visible and engaged in the Riddle community; and
5. Other qualifications as determined by the board.

**Total Compensation:** Up to \$175,000 including salary\* and allowances for travel, technology and supplemental retirement; plus insurance benefits.

\*District pays PERS

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### **Search Timeline:**

- Closing date for applications: **February 23, 2026**
- Board of Education selects candidates for interview: **March 9, 2026**
- Finalist Interviews: **Week of March 16, 2026**
- Selection of new Superintendent: **Week of March 16, 2026**
- Start date: **July 1, 2026**

### **Contact Information:**

McPherson & Jacobson, L.L.C.  
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888-375-4814  
Email: [apps@macnjake.com](mailto:apps@macnjake.com)

**School Website:** [www.riddleschooldistrict.com](http://www.riddleschooldistrict.com)

**Consultants:**

Dr. Douglas Nelson

Mr. Don Grotting

*Riddle School District is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin, or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email above.*