

An invitation to apply for the position of

Superintendent

Quilcene School District



Quilcene, Washington

The Position

The Quilcene School District, Quilcene, Washington, Board of Directors, is seeking a highly qualified and fully certified Superintendent. The Board wishes to have the successful candidate assume the responsibilities of the position July 1, 2018.

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.

The Qualifications

The candidate must have the background, skills, and abilities essential for excellence in educational leadership. The board recognizes that selecting a superintendent is one of the most important decisions it will make. The board has identified the following desired characteristics:

- A collaborative leader who demonstrates the ability to work with staff and community partners by bringing people together. Must have the ability to promote a positive school climate, build trust, and foster positive relations with all stakeholders.
- Has demonstrated leadership to provide effective methods for setting high expectations and accountability including goal setting, evaluation and professional development.
- Has a deep understanding of the multiple roles required to successfully lead the district. He/she should also have knowledge in special education and school finance.
- Understand small rural communities and their culture, with experience and knowledge of the issues related to small districts, and appreciation for the unique qualities of a small community.
- A person of integrity with strong values, who is open minded, professional, honest, respectful and fair to all employees and is committed to the community.

The Community

Quilcene is a dynamic and charming small town located on the beautiful Olympic Peninsula in northwest Washington State, only an hour and half away from Olympia. Nestled between the majestic Olympic Mountains and the scenic waters of the Hood Canal, with the Olympic National Park at their back door, Quilcene enjoys a coastal temperate climate throughout the year. This allows for a wide array of recreational and outdoor activities for the residents.



The major employers in the area are Quilcene School District and the shellfish industry. South County Clinic is the medical facility available in Quilcene.

The local colleges are Peninsula College and Olympic College. With Seattle only a couple hours away, the Seattle Seahawks and Seattle Mariners offer entertainment for sports fans.

The District

The Quilcene School District serves approximately 650 students from Kindergarten through 12th grade on one main campus that is divided into Elementary (K-6), Middle School (7-8), High School (9-12), Crossroads Alternative High School (9-12), and our P.E.A.R.L. Program (K-8). We also serve neighboring Brinnon's high school students. The district has 34 certificated staff and 35 classified staff and an operating budget of approximately \$7.2 million. We have numerous educational, athletic, and extra-curricular programs and dedicated staff to carry them out.



There are a variety of special programs offered by Quilcene. Highly Capable, Title I, Running Start, CTE, and AP are a few of these programs. There are also numerous extracurricular activities such as football, volleyball, basketball, baseball, softball, band, Horticulture Club, Performing Arts, Knowledge Bowl, Math Team, FBLA, Song & Dance Club, Vocational Cooking Club, Honor Society, and the School Garden.

Quilcene partners with West Sound Tech and the Community Boat Project in order to provide additional vocational credits.

The operating budget for the district is \$7.2 million.

The benefits of working and living in a small school are many. We have a safe and caring atmosphere, we are able to get to know the students on a one-on-one basis due to small class size, and we have the support of our parents and community. The Quilcene School District is committed to providing your child with a world class education, and our dedicated staff are proud to be part of this wonderful educational community.



Board of Directors

The Board of Directors consists of five members who are elected to serve four-year terms. The incumbency of the Board members range from 2 months to 13 years.

<u>Name</u>	<u>Occupation</u>	<u>Years Served</u>
Mr. Mark Apeland, Chair	Jefferson County Sheriff Patrol Sergeant	2 years
Ms. Viviann Kuehl, Vice Chair	Reporter/Preschool Teacher	12 years
Mr. Paul Mahan	Contractor	2 years
Mrs. Shona Davis	Self-employed	13 years
Mrs. Cindy Pollard	Retired School Business Manager	2 months

MISSION STATEMENT

Quilcene School District, in active partnership with the community, shall provide a quality education to all students in the community through a program of learning emphasizing basic education while challenging each student to build on natural abilities and develop skills to become lifelong learners.

Find out more about Quilcene School District:

<http://www.quilcene.wednet.edu/>

APPLICATION & SELECTION PROCEDURE

Available at www.macnjake.com



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Selection Timeline

1. Application deadline:
March 12, 2018
2. Semi-Finalists selected by
Board of Directors:
March 28, 2018
3. Semi-Finalist Interviews
with Board of Directors:
TBD
4. Finalist Interviews
with Board of Directors:
April 10-12, 2018
5. Selection of new
superintendent:
April 13, 2018
6. Starting date:
on or before July 1, 2018

An application for superintendent should include:

- A letter setting forth personal qualifications, experiences and reasons for interest in the position
- A current résumé
- A completed application form
- Reference letters, certificates and licenses, and academic transcripts from colleges/universities indicating degree(s)

Candidates are asked to not contact board members directly.

Any effort to do so may eliminate them from consideration.

Names of applicants will be held in strict confidence whenever possible; however, McPherson & Jacobson complies with individual states' Freedom of Information laws.

Quilcene School District is an Equal Opportunity Employer.