

*An invitation to apply for the position of*  
*Superintendent*



**West Branch, Iowa**

## *The Position*

The West Branch Community School District Board of Education, West Branch, Iowa, 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 Education in identifying and screening the candidates.

### The Qualifications

- Be a results-oriented educator with a proven track record of innovation in education and growth in student performance with a belief in all students' ability to succeed.
- Be a visionary leader who leads by example and sets high standards in a collaborative environment to motivate staff to become strong partners in improving student achievement.
- Possess strong listening and communication skills embedded with sincere respect for all opinions in order to foster a good working relationship with district stakeholders.
- Be a proven leader with integrity, tenacity, and a willingness to be involved in the community in an open-minded, approachable manner.
- Be an organized professional who demonstrates a strong knowledge of school finance, budgeting, school operations and human resources.



## *The Community*

West Branch, a quaint historic town, is located in eastern Iowa, along Interstate 80, eleven miles east of Iowa City and within forty minutes of Cedar Rapids and the Quad Cities.

It boasts a small town atmosphere yet is conveniently near the cultural amenities afforded families in a University town. Within city limits you'll find one of two national parks in Iowa that plays host to the Herbert Hoover Presidential Museum.

The City of West Branch and the West Branch Community Development Group offer up programming and unique community events year round - from youth sports and summer camps to Christmas Past and the National Hoover Ball Championships.

There is a 9-hole golf course, miles of trails, five active churches and a pancake breakfast or community meal monthly. The West Branch School District is home to over 3,200 people who possess a remarkable sense of community and school pride witnessed by attending any school event.



# *The District*

West Branch CSD has an enrollment of 844 students and covers 123 square miles. There are 130 staff members, 4 administrators, 71 certified teachers, and 55 classified staff members.

The district has three school buildings, elementary school, middle school, and a high school. A new ACE Building was just constructed on the high school campus.

Special programs available to the students include Leader In Me, Learning Strategies Program, volunteering, and AP classes. The district has a partnership with Kirkwood for some classes as well. Students can participate in many sports, including football, basketball, volleyball, track, baseball, softball, wrestling, golf and the District is in its first year of offering soccer. Tennis and cross country are shared with Iowa City Schools. There is strong music program that includes Show Choir and Jazz Band. The drama department also has many student participants.

The assessed valuation of the district is \$356,935,094. The operating budget is \$11,580,992.



## *Board of Education*

The Board of Education consists of five members who are elected to serve four-year terms. The incumbency of the Board members range from one to three years.

<b>Name</b>	<b>Occupation</b>	<b>Years Served</b>
<b>Julie Sexton, Board President</b>	<b>Senior HR Specialist</b>	<b>3 years</b>
<b>Keith Schultes, Vice President</b>	<b>Farmer</b>	<b>3 years</b>
<b>Greg Hetrick, Board Member</b>	<b>Cyber Security Analyst</b>	<b>1 year</b>
<b>Amanda Whaley, Board Member</b>	<b>Special Education Consultant</b>	<b>1 year</b>
<b>Jodi Yeggy, Board Member</b>	<b>Corporate Account Manager</b>	<b>3 years</b>

## *Vision, Mission & Destination*

1. *Vision: A Future Focused Community of Learners*
2. *Mission: Preparing Students to Live and Learn with Passion and Purpose*
3. *Destination: All Students will be Career and College Ready*

*Find out more about  
West Branch Community Schools:  
<http://www.west-branch.k12.ia.us>*



## **APPLICATION & SELECTION PROCEDURE**

Available at [www.macnjake.com](http://www.macnjake.com)



**MCPHERSON & JACOBSON, L.L.C.**  
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## *Selection Timeline*

1. Application deadline:  
April 30, 2018
2. Semi-finalists selected by  
Board of Education:  
May 14, 2018
3. Semi-finalists interviews  
with Board of Education:  
May 19, 2018
4. Finalists interviews with  
Board of Education:  
May 21-24, 2018
5. Selection of new  
superintendent:  
May 24, 2018
6. Starting date:  
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.*

**West Branch Community Schools is an Equal Opportunity Employer.**