



**Fostering Independent Learning and Citizenship,  
In Partnership with, and for the Benefit of our Mosier Community**

**VACANCY ANNOUNCEMENT**

**MOSIER COMMUNITY SCHOOL** (a public charter school)  
Invites applications for the position of

**EXECUTIVE DIRECTOR (Interim)**

<b>Location:</b>	Mosier, Oregon
<b>Sponsor District:</b>	North Wasco SD
<b>Enrollment:</b>	Approx. 160 students
<b>Staff:</b>	Approx. 35
<b>Grades:</b>	Pre-K through 8th
<b>Status:</b>	Full Time
<b>Annual salary range:</b>	\$115,995.88 - \$138,505.15 DOE
<b>Department:</b>	Administration
<b>Closing date:</b>	(Open until filled)
<b>Employment begins:</b>	Approx. August 30, 2023

**About the School**

Mosier Community School (MCS) is a tuition-free, Pre-K - 8th public charter school serving the local students of the Mosier Valley, and offers available enrollment to students in Wasco and Hood River counties. MCS is truly a “community” school that provides personal attention to student needs while challenging them in all aspects of learning. MCS uses a multiage education system that combines high expectations for growth with core instruction, accounting for varied abilities. North Wasco County District 21 is the sponsoring district, yet MCS has its own school board. The “charter” is a performance document detailing the school’s mission, programs, goals, students served, methods of assessment and measures of success. Mosier Community School is currently operating within a 10 year renewal of its charter.

Please visit [www.mosier.k12.or.us](http://www.mosier.k12.or.us) to learn more about our school.

**About the Position (Interim Executive Director)**

The Mosier Community School Board of Directors is seeking a highly qualified candidate with leadership skills and successful experience in education administration to serve as its Interim Executive Director.

The Executive Director is the chief administrative leader in MCS’ dual-administrator model, which includes a full time Assistant Principal/Dean of Students, in addition to a full time Executive Director. The Executive Director of MCS is responsible for school operations including staffing, staff evaluation, budget, facilities, programs, community outreach, fundraising, overall school direction and vision. The Executive Director will work with the Assistant Principal/Dean of Students in their responsibility for the student body. The position answers directly to the Board of Directors.

### **Qualities and Qualifications**

- Success in leadership roles with staff, community, and professional peers.
- Ability to communicate effectively, both orally and in writing.
- Scholarship, intelligence, and excellent ability to plan and organize.
- Training, experience, and success in personnel selection, evaluation, and development.
- Knowledge of curriculum development, implementation, and evaluation.
- Knowledge of business and support service systems that facilitate planning, control, and accountability.
- Demonstrated commitment to diversity, equity, and inclusion.
- Experience in administering collective bargaining agreements.
- Ability to motivate other administrators and teachers, significantly involving them in the decision-making process.
- Strong leadership skills and the desire and ability to motivate and innovate, taking advantage of the school's strengths.
- Familiarity with charter school and multiage learning environments (preferred).

### **Minimum Requirement**

- Prior school administrator work experience.
- Current Oregon administrator license; eligibility to obtain one; or eligibility to obtain Charter School Registry Administrator Certificate.

### **Application Requirements**

- Letter of Interest
- Current Resume
- List of references
- Copy of teaching license; administrator license; or any Charter School Registry Certificate

### **How to Submit an Application**

Applications and inquiries to:

Daphne Flud  
Mosier Community School  
1204 – 1<sup>st</sup> Avenue  
Mosier, Oregon 97040  
541-478-3321; [fludd@nwasco.k12.or.us](mailto:fludd@nwasco.k12.or.us)