



West Ottawa Public Schools is seeking a highly collaborative, visionary leader. The right individual will have extensive K-12 experience, a passion to serve a diverse community, and an abiding belief that all students can achieve.

VISION/LONG-RANGE PLANNING

- Works with the Board of Education, staff, community and key partners to establish a shared vision of success for West Ottawa Public Schools
- Creates an environment that inspires others toward the district's shared vision

PROFESSIONAL EXPERIENCE

- Successful experience working with diverse communities
- K-12 classroom teaching experience
- Central office and/or building level administrative experience
- Previous superintendent experience preferred
- Master's Degree plus Administrative Certification required
- Demonstrated experience in public relations/community relations
- Demonstrated responsiveness to the learning needs of all students
- Demonstrated experience building a high performance culture
- Strong knowledge and experience with school financial matters
- Demonstrated ability to affect change in a large complex system
- Experience supporting successful bond passages
- Ability to attract and retain staff and attract families

PERSONAL

- Transparent leader; exemplifies the highest moral, professional and ethical behavior
- Visible and accessible to staff, students and community
- Oriented to the best interest of all students and the school district
- High level of cultural competency and embraces diversity of all kinds
- Big picture thinker; able to analyze possibilities
- Inclusive and empathetic of all viewpoints
- Ability to establish relationships with staff members, families, students, and community

MANAGEMENT & DECISION MAKING

- Excellent communicator; skilled listener
- Follows up and follows through
- Collaborative problem solver and leader
- Demonstrated ability to develop and lead an effective management team
- Values and appreciates families, community and staff
- Experience managing large budgets in an educational setting
- Fosters a culture of accessibility and responsiveness
- Willingness to make and be accountable for decisions