

**JEFFERSON COUNTY SCHOOL DISTRICT 509-J  
445 SE BUFF STREET MADRAS, OR 97741 541-475-6192**

ADVERTISEMENT FOR VACANCY  
March 13, 2019  
PRINCIPAL – MADRAS HIGH SCHOOL

**Jefferson County School District 509-J is looking for a highly qualified and successful  
Principal for Madras High School.**

**DISTRICT BACKGROUND:**

The Jefferson County School District, 509-J serves the communities of Madras, Warm Springs Reservation, Metolius and Antelope, Oregon with seven schools, approximately 2,900 students, grades K-12 and over 460 staff members. The district is proudly among the most culturally diverse in Central Oregon with equal populations of Native American, Hispanic, and Caucasian students. Jefferson County School District currently operates three elementary, two K-8, one middle school and one high school.

The Jefferson County School District 509-J, serves the largest reservation in Oregon. The Confederated Tribes of the Warm Springs Reservation of Oregon is a federally recognized Indian Tribe located in the north central part of the state, 104 miles southeast of Portland and 15 miles northwest of Madras, with tribal headquarters located in the community of Warm Springs. The Reservation consists of 640,000 acres and is home to the Warm Springs, Wasco, and Paiute Tribes, with each Tribe having their own diverse history and heritage.

The principal should have school leadership experience with demonstrated success raising student achievement, and knowledge and skills to support district-wide instructional programs. Experience building effective teams along with exceptional instructional coaching skills is essential. A qualified candidate must have a strong knowledge of current district curriculum, and experience with the implementation of literacy and math strategies. Awareness of and experience in working with cultural diversity.

**QUALIFICATIONS:**

1. Hold, or able to obtain, an Oregon Administrator Licensure
2. Successful teaching, leadership and/or administrative K-12 experience (Secondary experience preferred)
3. Successful experience as an administrator raising student achievement and graduation rates
4. Understanding of Oregon and Common Core standards and assessment and the ability to use data to lead school improvement efforts
5. Work experience in a culturally diverse setting
6. Effective management of school operations that support teaching and learning
7. Demonstrated proficiency with technology
8. Proven communication skills that establish positive, collaborative working relationships with and among students, staff, parents and the community

**COMPETENCIES:** Must demonstrate additional competencies as listed below:

**Results Orientation:**

- Sets high performance goals for themselves and others
- Monitors high standards for excellence with students, staff and other stakeholders
- Works with school resources and prioritizes activities to achieve maximum results based on goals

- Focuses school activities on student achievement

**Action Orientation:**

- Effectively plans and takes action to achieve goals and objectives
- Consistently identifies potential issues and obstacles and proactively works with the administrative and other teams to create and implement solutions
- Executes action plans despite ambiguity, obstacles or resistance

**Impact and Influence:**

- Establishes a culture of learning and achievement
- Acts consistently to influence others thinking and behavior to achieve results
- Communicates a clear vision of success and benefits to engage others
- Effectively identifies and engages stakeholders (e.g. parents, community) to drive consensus, build trust and facilitate change
- Is able to anticipate and respond to stakeholder concerns and identify and engage key influence and community resources necessary for success
- Influences others to take action

**Develop and Lead High Performing Teams:**

- Works with teams to mirror vision and produce maximum results
- Understands team strengths and weaknesses
- Effectively engages team in decision-making
- Encourages learning and consistently provides instruction, expectations, feedback and other development activities to encourage leadership and build capacity
- Consistently inspires excellence and promotes high morale

**Planning and Problem Solving:**

- Enthusiastically articulates, embraces, and supports the JCSD Strategic Plan
- Quickly recognizes patterns and trends related to school performance
- Analyzes complex information to formulate strategic vision and develop action plans
- Uses qualitative and quantitative data to assess performance and drive goals and decision-making
- Recognizes cause and effect between instructional activities and results
- Develops effective processes to achieve desired results

**Confidence to Lead:**

- Consistently takes on challenging situations and believes in ability to effect change
- Demonstrates strong commitment to others and presents ideas with confidence
- Takes risks to achieve vision and goals, even if they deviate from the norm
- Takes personal responsibility for mistakes and learns from them, while consistently following up with analysis and corrective action

**Commitment and Dependability:**

- The Principal is committed to assisting the staff and students to achieve success
- Desire to live in and actively support the community
- High expectations for students & staff

**APPLICATION PROCESS: Please apply on the following link:**

<http://jeffersonco.tedk12.com/hire>

1. Application
2. Letter of interest with a current resume, including current contact information
3. Three current letters of recommendations to include names, titles, addresses, home and office numbers of references
4. College transcripts
5. Any other supportive materials (please do not send portfolio)

\*\*Current Employees please use same link and select “internal” at the top right corner of the page.

**TIMELINE:** Closing date open until filled

**START DATE:** July, 2019

**COMPENSATION:**

1. 230-day contract
2. Family medical, dental and vision insurance
3. Professional development and tuition reimbursement
4. Salary: Competitive (based on experience)
5. Unlike many districts, JCSD 509-J pays the employee’s portion of PERS

**\*Reference checks will be made during the screening process.**

**Application materials will remain confidential.**

***Jefferson County School District is an equal opportunity employer***

Equal employment opportunity and treatment shall be practiced by the Jefferson County School District 509-J regardless of race, color, national origin, religion, sex, age, sexual orientation, marital status, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

*Visit our District Website at: [www.jcsd.k12.or.us](http://www.jcsd.k12.or.us)*