Kahlotus School District No. 056
P.O. Box 69 Phone (509) 282-3338
Kahlotus, WA 99335 Fax (509) 282-3339

K-12 SUPERINTENDENT POSITION
2020-2021 School Year

Invitation to Apply
The Board of Directors of the Kahlotus School District is seeking qualified applications for the position of District Superintendent. This will be a part-time position (approximately 3-4 days/week) and is open until filled.

Kahlotus School District and Community
The Kahlotus School District is located in the northeastern corner of Franklin County. Kahlotus is a small, rural agricultural community. The Tri-Cities are just 45 minutes away to the southwest, and Connell is just 20 minutes to the west. WSU Tri-Cities, Columbia Basin Community College, and ESD 123 are all located in the Tri-Cities.

The District serves approximately 45 students K-12 and employs ten certificated and ten classified staff. The annual budget is approximately $2.8 million. A full range of educational programs are offered, including vocational agriculture, special education and Title I.

Challenges and Opportunities
The Board has identified the following leadership challenges and opportunities for the position:

- Lead with a positive, approachable, open style emphasizing clear communication and consistent follow-through with all stakeholders.
- Be knowledgeable about current reform; both statewide and nationally.
- Maintain and enhance the student-focused programs and priorities established by the school board, staff and community.
- Be a steward of the district’s and communities financial, human and physical resources.
- Work effectively with the community, business and farm groups.

Skills and Qualifications
The Board seeks candidates with the following desired skills and qualifications:

- An experienced educational leader, preferably with demonstrated success as a classroom teacher and building level administrator. Small school background is ideal.
- Have knowledge of small schools; their strengths and weaknesses.
- Exceptional communication skills with a value placed on enhancing relationships and inspiring support from staff, groups and members of the community.
- Experience with school financing, grants and budgeting in the state of Washington.

Contract Provisions
- This position is part-time (approx. 3-4 days/week)
- Salary will be commensurate with districts of comparable size and responsibility.
- Position is a one-year contract.
**Application and Selection Process**

This position is open until filled. For full consideration, application materials are due **MAY 25, 2020**

A completed application packet should include the following:

- A formal letter of application.
- A completed application form. Available on website at: [www.kahlotusd.org/employment](http://www.kahlotusd.org/employment)
- A current resume.
- Four letters of recommendation.
- A written statement explaining how you plan to address each of the leadership opportunities and challenges noted in this vacancy announcement.

Send a hard copy AND electronic copy of all application materials to the following address:

Kahlotus School District  
Attn: Gregg Taylor, Superintendent  
PO Box 69  
100 W. Martin  
Kahlotus, WA 99335  
gtaylor@kahlotusd.org