**Position Description for Garfield School District Superintendent-Principal Position Garfield, Washington**

The **Garfield School District, Garfield, Washington** School Board, seeks a highly qualified and fully Washington-certified **Superintendent** to provide Instructional and district leadership in the dual role of Superintendent & Principal. The Board wishes the successful candidate to assume the position's responsibilities on **July 1, 2025**.

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 Garfield School Board in identifying and screening the candidates.

**Enrollment:** 120

**Location:** 65 miles SE of Spokane

**The Qualifications**

The candidate must have the background, skills, and abilities essential for excellence in educational and district leadership. The board recognizes that selecting a superintendent is one of the most important decisions it will make. The board has identified the following desired characteristics:

* Works closely and effectively with the Board
* An experienced leader with a strong sense of compassion -preferred
* A leader who will maximize the skills and abilities of fellow staff members
* An individual who has built trusted relationships among and between staff and the community
* Someone who has the skills to deal with individuals with different backgrounds and opinions
* A leader with the skill set to work effectively with the Coop District
* One who possesses the “soft skills” to lead staff in continual improvement and meaningful change
* An optimistic, inclusive, collaborative leader who is goal-oriented but trusts staff to work together to get things done using different methodologies and pathways
* An instructional leader who has a strong background in curriculum and instruction and is well-versed in current research
* A leader with superior communication skills who will become the trusted face of the district
* Approachable and open
* A person with strong fiscal skills, who can supervise large construction projects
* A positive vocal advocate for the district, students, and staff locally as well as at the State and National level
* An individual who is willing to put down roots in the community

**Salary**: $130,000 to $160,000 based on qualifications and experience.

**Search Timeline:**

* Closing date for applications: **February 12, 2025 (11:30 p.m. central time)**
* School Board selects finalists to interview: **Week of February 24, 2025**
* Finalists Interviews with the School Board: **Week of March 3, 2025, or March 10, 2025**
* Selection of new Superintendent: **Week of March 17, 2025**
* Start date: **July 1, 2025**

**Contact information:**

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**Consultant: Dr. Steve Lowder s\_lowder@macnjake.com**

*Garfield Schools is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email above.*