



# Columbia School District

Empowering Learners. Achieving Success.

## Candidate Selection Criteria

### **Professional Requirements**

- Masters plus administrative certificate/endorsement
- Minimum of three years administrative experience

### **Professional Background and Experience**

- Teaching Experience Preferred
- Experience working with curriculum development
- Experience in budget development/management
- Experience in effectively hiring, evaluating and retaining quality staff

### **Leadership Skills**

- Situational Leadership
- Ability to work collaboratively with all stakeholder groups
- Ability to effectively communicate both verbally and in writing
- Values and responds in a timely manner to issues/questions
- Visible and approachable within the school and community

### **Personal Skills and Attributes**

- Honest and Ethical
- Strong problem solving skills and resourcefulness
- Transparent
- Goal Oriented
- Follows through with decisions

Salary Range.....\$125,000-\$140,000 (based upon experience and qualifications)