

**Willamette Education
Service District**

Code: **CBA**
Adopted: 7/8/03
Revised/Readopted: 5/11/05; 8/10/10; 1/10/12
Orig. Code(s): None

Qualifications and Duties of the Superintendent

POSITION: WESD Superintendent

- QUALIFICATIONS:
1. A current Oregon administrative license with a superintendent's endorsement or a transitional superintendent license;
 2. Successful experience as an educational leader and administrator;
 3. Certificate from Teacher Standards and Practices Commission (TSPC) based on work experience and advanced study indicating a higher degree of competency, knowledge and skills of theories related to change, strategic planning and financial planning and is capable of formulating inter-organization cooperation and developing partnerships;
 4. In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets transitional administrator or exceptional administrator licensure requirements. The Board may, jointly with the individual, submit an application for such license for TSPC approval pursuant to OAR 584-080-0151 and 584-080-0161;
 5. Other qualifications as determined by the Board.

REPORTS TO: Board of Directors

SUPERVISES: Central office administrators and school principals; and, through them all ESD personnel.

JOB GOAL: Provide effective administration of all ESD operations and educational leadership throughout the component school districts.

Performance Responsibilities

The Superintendent:

1. Serves as chief executive officer of the Board except as otherwise provided by law, makes rules not in conflict with law or with Board policies and decides all matters of administrative and supervisory detail in connection with the operation and maintenance of the ESD programs and services;
2. Initiates and directs the development of policies for approval by the Board, delegating such responsibility to associates and subordinates as deemed desirable;