



presents an invitation to apply for the position of
EXECUTIVE DIRECTOR
Washington Association of School Administrators
Olympia, WA



ABOUT THE POSITION

The Washington Association of School Administrators (WASA) Board of Directors seeks an outstanding "leader of leaders" to apply for the position of Executive Director.

Dr. Bill Keim will retire June 30, 2018, after five years of exemplary service to the Association.

The Board invites applications through January 29, 2018.

EXECUTIVE COMMITTEE

Steve Webb - President
Vancouver

Randy Russell - President-Elect
Freemen

Lois Davies - Past President
Pateros

Vicki Bates - Secretary
Auburn

Corine Pennington - Treasurer
Puyallup

MISSION STATEMENT

The Washington Association of School Administrators (WASA) is an organization for professional administrators that is committed to leadership:

- Leadership in providing equity and excellence in student learning.
- Leadership in developing competent, ethical, and visionary leaders by:
 - Providing member services.
 - Offering growth opportunities for leaders.
 - Promoting community and legislative support for education.

THE ORGANIZATION

The Washington Association of School Administrators is a membership organization of more than 1,600 members and is open to all educational administrators in central office, building management, and educational agency positions. WASA offers four membership types: Active, Associate, Student/Intern, and Retired/Life.

WASA's governance structure includes a president, president-elect, past president, secretary, treasurer, and a board of directors. The board of directors is advised by seven standing committees. In addition, the state is divided into eleven regions represented by a president and leadership team as outlined in each region's bylaws.

WASA's annual budget of \$2,500,000 reflects a strong focus on statewide leadership in education reform, professional growth, membership services, legislative services, contract management, and special programs for school districts.

The Executive Director directs the work of ten employees—three assistant executive directors and seven support staff. In addition, the Association utilizes the talents of several individuals on a contract basis.

For more information about the association visit:

<https://www.wasa-oly.org>

CONTRACT PROVISIONS

The Board will negotiate a multi-year contract with compensation commensurate with other association executive directors. WASA also provides health benefits, sick leave, vacation, transportation, employer contribution to retirement, and other benefits for the Executive Director.

APPLICATION PROCEDURES

For full consideration, please submit the following materials by **January 29, 2018**.

- A formal letter of application.
- A completed application form available from Northwest Leadership Associates (contact information below).
- A current resume.
- Five current letters of recommendation.
- A statement of expectation for public education in Washington State in the next decade.

Send all application materials electronically to:

Dr. Dennis Ray
Northwest Leadership Associates
dennisray@superintendentsearch.com
(509) 979-5561

SEARCH CALENDAR

Application deadline:
January 29, 2018

Selection of candidates for interviews:
February 9, 2018

Interviews:
March 1 & 2, 2018

Selection of new Executive Director:
March 16, 2018

New Executive Director
assumes position:
July 2, 2018

KEY RESPONSIBILITIES

In a recent survey, WASA members ranked the following key responsibilities of the Executive Director in this order:

- **Leadership**
Leads in the development of a common vision of education in Washington State, advances public school education, acts as a spokesperson for the Association, analyzes trends and recommends action, and leads development of WASA's vision and mission.
- **Government Relations**
Provides leadership in generating WASA's Legislative Platform, analyzing proposed legislation, arranging testimony and hearings, assuring liaisons with legislators, and developing impact statements; and collaborates with other agencies and organizations in legislative efforts in promoting political action.
- **Inter-agency Relations**
Maintains liaisons with WSSDA, AWSP, WEA, PSE and other educational associations; and maintains liaisons with OSPI, SBE, PESB, and other state agencies.
- **Communications**
Keeps members informed of Association events and activities, provides leadership in disseminating proven processes for improving student learning, encourages and assists in establishing meaningful regional meetings, and visits each region periodically.
- **Member Relations and Services**
Develops appropriate professional learning activities, develops timely publications, and provides counsel and assistance to WASA members upon request.
- **Organizational Management**
Ex-officio member of the Board of Directors; recommends appropriate policies, procedures, actions, and budgets; assures efficient business practices; employs and supervises staff; and coordinates membership drives.
- **Contract Services**
Organizes and manages consultants providing services to WASA members and Washington State students, and develops contractual services or benefits to school districts and other organizations.

The Washington Association of School Administrators provides equal opportunity in education and employment and does not discriminate on the basis of race, religion, color, national origin, sex, age, marital status or handicap in accordance with Title VI and VII of the Civil Rights Act of 1964, Title I of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and Washington State Laws Against Discrimination.



Northwest Leadership Associates

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QUALITIES AND QUALIFICATIONS

The Board is seeking a recognized educational leader with the following qualities and qualifications:

- Possesses a vision for the future of both public education and the Association. Provides a demonstrated record of translating broad visionary statements into actions that effectively accomplish them.
- Possesses an innovation mindset. Has a demonstrated record of implementing innovative practices that results in improved system or organizational performance outcomes.
- Demonstrates excellence in oral and written communication skills with the ability to listen and respond.
- Assesses and communicates the state of public education in Washington State and promotes positive solutions and directions.
- Demonstrates an understanding of the legislative and political process.
- Encourages ongoing personal and professional development of employees.
- Commands a high work ethic and recognizes, respects, and utilizes the individual talents of others.
- Demonstrates experience in building strategic alliances with a wide variety of groups and organizations.

EXPECTATIONS

The Board has the following immediate expectations of the new Executive Director:

- Participate in the WASA Leaders Workshop, April 17, 2018, where the direction and activities for the 2018–19 year will be established.
- Participate in the WASA/AWSP Summer Conference June 23–26, 2018.
- Begin his/her employment on July 2, 2018.
- Become a resident of the Olympia area before or shortly after assuming full-time duties.

Northwest Leadership Associates, dennisray@mac.com,
dennisray@superintendentsearch.com, Liberty Lake, WA 99019