

ADMINISTRATIVE POSITION - DEAN OF STUDENTS GRADES K-8

White Pine Charter School is a K-8 public charter school in Idaho Falls, Idaho. The mission of White Pine Charter School is to assist parents and educators in building a solid basis for continual learning to meet the challenges of a global society. The school strives to create a dynamic and challenging educational institution with high academic standards, utilize research-based practices, provide a progressive learning environment to maximize individual student learning, and to practice a positive and compassionate teaching environment in which educators communicate, share, and grow in a professional learning community focusing on unlimited potential for all students and educators.

The White Pine Charter School Board of Directors seeks an administrator to function as Dean of Students. The Dean of Students primary responsibility will be the execution of applicable state of Idaho regulations and school policy, including student disciplinary action. The administrator will report directly to the Board of Directors with additional duties to include implementation and management of PowerSchool software, coordination of volunteers, and public relations. The successful candidate must possess a collaborative work style, excellent interpersonal and communication skills, and a strong work ethic. Additionally, applicants must hold a state-required principal certification or the ability to qualify for certification within one year; possess significant experience and effective skills in working with students, parents, classroom teachers, and support staff; and have strong organizational and technology skills specific to administering a comprehensive educational program. Salary is negotiable, to be determined with successful applicant. Start date: August 1, 2008.

CANDIDATE INSTRUCTIONS

Applicants must submit the following materials:

1. White Pine Charter School – Professional Employment Application
2. Letter of Application
3. College Reference File or 3 recent letters of recommendation
4. Transcripts of all college work leading to a degree or certification
5. Resumé

For further information or to request materials, please contact:

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