



**An Invitation to Apply for the Position of
High School Principal
MOC-Floyd Valley Community School Districts
Orange City, Iowa**

The Position

The Board of Education of the **MOC-Floyd Valley CSD** is seeking a highly qualified, visionary, and fully certified educational leader to serve as High School Principal, beginning August 1, 2024.

Dr. Tim Grieves and Mr. Gary Richardson, Grieves/Richardson Consulting Services, along with Dr. Dan Smith and Mr. Joe Crozier, have been engaged as the consultants in a search for outstanding candidates and will assist the Board of Education and the Superintendent in identifying and screening the applicants. Applicants, and/or their agents, are asked not to contact members of the Board of Education during the search process. Questions can be directed to the consultants. Dr. Tim Grieves can be contacted at 712-251-5350, or at timothygrieves@gmail.com and Mr. Gary Richardson can be contacted at 712-395-1317, or at gricharson1681@gmail.com.

The **MOC-Floyd Valley Community School District** is an EEO/AA employer.

Completed applications must be emailed no later than February 5, 2024. The application can be found on the **MOC-Floyd Valley Schools** web site:

<https://mocfv.org/>

Desired Characteristics of the High School Principal

- Understands the instructional needs of staff and can target resources where they are needed, hire the best available teachers, and provide teachers with the opportunities to improve.
- Establishes a high performing learning culture and climate for all, creating a sense of belonging and respecting every member of the school community.
- Approachable, and highly visible in and engaged with the schools and community.

- Effective communicator adept at building relationships.
- Manages people, data, and processes to foster school improvement.
- A visionary that establishes a school-wide vision of commitment to high standards and the success of all students.
- Fosters collaboration through the development and sharing of leadership.

The School District

The MOC-Floyd Valley Community School District provides outstanding opportunities for our 1,440 students. From our selfless, visionary Board to our supportive, involved parents and patrons; from our caring, committed faculty and staff to our excellent and safe learning facilities; from our robust fine arts programs to our outstanding athletic programs; MOC-Floyd Valley provides an environment where everyone belongs, everyone learns, and everyone grows!

District's Mission Statement

Fostering learning, excellence, and civic responsibility. – MOC-Floyd Valley is committed to establishing learning and discovery experiences, both inside and outside the classroom, that enable our students to achieve their greatest potential. By engaging in challenging academics, diverse educational environments, and dynamic extra-curricular activities, students are empowered to develop deep knowledge and strong character that will equip them as they navigate life's challenges and become active, responsible citizens.

Selection Timeline –

1. Advertise December 22, 2023
2. Application deadline: Emailed no later than February 5, 2024
3. Finalists selected by February 16, 2024
4. Interviews with Board/Admin Team & Focus Groups: February 26, 27, 2024
5. Target date to complete selection process: February 28, 2024
6. Starting Date: August 1, 2024

Application & Selection Process

1. All nominations, letters of application, application form, inquiries, credentials, and copies of legal proof of administrative qualifications should be emailed (no fax applications will be considered) to:

Grievess/Richardson Consulting Services (send the materials to Dr. Grievess) at:
 Dr. Tim Grievess at: timothygrievess@gmail.com
 Cell: 712-251-5350

2. A complete application (found on the MOC-Floyd Valley Community School District web site) for the position of High School Principal must include:

- a. a letter of application
- b. resume'
- c. completed and signed application form and other necessary signatures
- d. written response to the four narrative questions
- e. maximum of four recent letters of recommendation regarding your professional work (preferably at least two from your current employer)
- f. photocopy of college/university transcripts
- g. a copy of a current Iowa principal endorsement—including evaluator approval certification

3. Applicants, and/or their designees, are asked not to contact Board of Education members during the search process. If you have any questions, please contact Tim as listed above. Names of applicants will be held in strict confidence whenever possible.

4. The applications and applicant names will remain confidential information except when the finalists are selected. The submitted material and names of the finalists will be available to the public. This confidentiality does not apply to applicants who are currently employed by the **MOC-Floyd Valley Community School District**, as the law does not afford them confidentiality.

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NON-DISCRIMINATION NOTICE

GR CONSULTING SERVICES DOES NOT DISCRIMINATE BASED ON GENDER IDENTITY, RACE, NATIONAL ORIGIN, COLOR, RELIGION, CREED, AGE, MARITAL STATUS, SEX, SEXUAL ORIENTATION, VETERAN STATUS OR DISABILITY.

SCHOOL DISTRICT NON-DISCRIMINATION NOTICE

It is the policy of the MOC-Floyd Valley CSD not to illegally discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status, (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact the district Equity Coordinator, Russ Adams, Superintendent, 709 8th Street SE, Orange City, Iowa 51041 / 712.737.4873