

West Central Indiana Education Service Center

Position Vacancy

Overview: One of nine educational service centers in the state of Indiana, WCIESC is committed to supporting educators in addressing the challenges of today.

Posting Date: September 13 , 2023

Position: Executive Director

Contract Length: Negotiable - 220 days expected

Salary: Commensurate with Experience

Benefits: Competitive Benefits Package - Options for Health Insurance, TRF, PRF, 403 (B), Life, LTD

Location: Main Office Greencastle, IN - Hybrid Schedule possible

Timeline: Review of applications will begin as they are received; the position will remain open until filled.

Interviews will begin on a rolling basis during the week of October 24

Anticipated start date is January 8, 2024

Contact: Inquiries including a cover letter and resume can be emailed directly to Mike Schimpf, current president of WCIESC's Board, at schimpfm@ncp.k12.in.us. Letters of recommendation are encouraged.

Position Qualifications/Requirements

Education: Masters degree preferred - Bachelors will be considered

Experience: 3-5 years as an Educator, Administrator or Organizational Leader

Travel: Some travel will be required; however, there may be times when it is necessary to travel overnight, with occasional out-of-state travel. This is negotiable. Most travel will occur within the geographic locale of the service center.

Presentations: The successful candidate will have the ability to conduct engaging presentations, be adept at technology, and have the ability to search out solutions to current issues.

Oversight: As an additional responsibility, the candidate must have the ability to work well with others, including subordinates and corporation level administrators.

Job Description

The Executive Director of WCIESC is the chief executive officer who directs the affairs of WCIESC under the statutory provisions of the state and the policies and regulations established by the Governing Board. It is the duty of the Executive Director to administer the policies of the Board and to provide leadership to the region. The Executive Director submits recommendations to the Board for consideration.

The Executive Director shall coordinate the functions of WCIESC and its personnel, make decisions regarding the day-to-day operations, seek to innovate and act as a resource for members, and actively implement means to provide value to its members.

Essential functions of WCIESC have included procurement and professional development. Procurement provides value to members via bulk purchasing of services (partner organizations) and goods (food bids, bus bids, etc.) Professional development activities across a wide-spectrum have been offered each year by the service center.

The membership is seeking a dynamic applicant who coordinates the essential functions, is able to identify and address the challenges of today, and supports members in these endeavors in multiple ways including grant writing and the seeking of innovative solutions, while still maintaining an eye on legislative matters.

Area 3 on the map below denotes WCIESC's service area. Current member schools include: Brown County, Clay County, Cloverdale, Eminence, Greencastle, North Central Parke, North Putnam, North Vermillion, Northeast Sullivan, Richland Bean-Blossom, South Putnam, South Vermillion, Southwest Parke, Spencer-Owen, and Vigo County.

