



GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820
Phone: (541) 575-1280 • Fax: (541) 575-3614

ELEMENTARY DEAN OF STUDENTS POSITION OPENING HUMBOLT ELEMENTARY SCHOOL 2025-26 SCHOOL YEAR

Grant School District No. 3 is seeking applicants for a full-time Dean of Students for Humbolt Elementary School serving grades K-6

QUALIFICATIONS:

- Oregon elementary teaching certificate
- Master's Degree with 5 years teaching experience, admin license, or participation in admin program preferred
- Background in student supervision and discipline at the intermediate elementary level
- Experience in collaborating with staff, families, and community partners in a problem-solving model
- Demonstrable use of data to track behavior and attendance, set schoolwide and individual goals to remove barriers to success, monitor progress, and prepare reports for staff, the School Board, and ODE
- Knowledge of Positive Behavior Interventions and Supports, Restorative Justice, and Collaborative Problem Solving
- Understanding of district and building policies in the areas of discipline, attendance, mental health, and FERPA law
- Holds current First Aid/CPR and Crisis Prevention Institute Cards or willing to obtain by hire date

A COMPLETED APPLICATION FILE WILL INCLUDE:

1. Transcripts (copy) (official required upon offer)
2. Copy of Current Oregon Teaching License (front and back)
3. Letter of Interest
4. Resume
5. (3) Letters of Recommendation
6. Completed District Application

Send application materials to:

Jana Young
Grant School District No 3
401 N. Canyon City Blvd.
Canyon City, OR 97820
Email: youngj@grantesd.org

DEADLINE FOR APPLICATIONS: April 8, 2025

COMPENSATION: 2024-2025 Licensed Salary Range – \$42,723 - \$89,177 pending salary negotiations for the 2025/26 school year with excellent benefit package. Approximately- 10 to 15 additional days on a prorated basis
TBD

Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans with Disabilities Act of 1990. Individuals with disabilities may contact ADA Compliance Officer at 541-575-0423 for additional information or assistance. Speech/Hearing impaired persons may contact the district for assistance through the Oregon Telecommunication Relay Service at 1-800-735-2900. We hire and promote without regard to race, color, gender, national origin, religion, or age, unrelated to job performance. Fingerprinting and criminal record checks are required by the Oregon Department of Education (ORS 584-36-062).