

presents an invitation to apply
for the position of

SUPERINTENDENT

Colfax School District
Colfax, Washington



COLFAX
SCHOOL DISTRICT

The Colfax School District's mission is to provide the highest quality education by creating life-long learners through comprehensive academic, athletic, cultural, and extra-curricular opportunities for the children of our community

The school district's vision is to partner with the community for a stable, safe and caring "hometown" learning environment that focuses on the changing needs of our students and achievement of educational excellence



Our Community

Colfax, nestled in the heart of the Palouse, is a quaint community characterized by its rolling hills, rich agricultural heritage, and welcoming spirit. The town is enveloped by golden waves of wheat and barley fields that ripple in the breeze, creating a dynamic landscape. The Palouse River meanders through Colfax, adding a serene charm to the town's beautiful scenery. Historic buildings, like the Perkins House and the grand Whitman County Courthouse, stand as examples of Colfax's deep-rooted history, blending with the town's modern touches.

At the core of Colfax is its strong, interconnected community where neighbors know one another and a genuine sense of hometown thrives. Local businesses, family-owned shops, and cozy cafes line Main Street, each contributing to the town's warm, small-town vibe.

Community events such as the Concrete River Festival and the annual Winterfest, bring residents together in celebration, showcasing local art, music, and culinary delights. The Whitman County Library serves not just as a resource for knowledge, but also as a vibrant gathering place, hosting programs that cater to all ages and interests.

Outdoor enthusiasts find Colfax to be a haven of natural beauty and recreational opportunities. The town is a gateway to stunning vistas, including the panoramic views from Steptoe Butte State Park, where the patchwork of the Palouse hills can be admired in all its splendor. The Colfax Trail offers a peaceful route for walking, cycling, and enjoying the lush rural surroundings. Whether it's the breathtaking landscapes, the heartfelt community connections, or the richness of history, Colfax embodies the charm and resilience of small-town America, inviting all to experience its unique character and warmth.

For more information about the community visit:
colfaxwa.org



Colfax School District

The Colfax School District is located sixty miles south of Spokane on highway 195. Serving the local community, district schools include Jennings Elementary School and Colfax Junior/Senior High School, providing education for 512 students from transition kindergarten through 12th grade. This small yet vibrant district is known for its commitment to academic excellence, fostering a nurturing environment where students can thrive both academically and personally.

The district prides itself on offering a comprehensive curriculum that balances core academic subjects with extracurricular activities, allowing students to explore their interests and talents. Teachers and staff of the Colfax School District are dedicated professionals who emphasize personalized instruction and encourage critical thinking, creativity, and collaboration among students. Students in Colfax have developed a solid history of achieving high test scores on mandated state assessments. Beyond academics, students have opportunities to participate in athletics, arts, and various clubs, which play a significant role in building a strong sense of community and school spirit. The Bulldog athletic teams regularly vie for regional and state championships.

Community involvement is a cornerstone of the Colfax School District's success. The district enjoys robust support from parents, local businesses, and organizations within Colfax, reinforcing a close-knit atmosphere where education is a shared priority. This partnership between the schools and the community ensures that students receive not only quality education but also the values and skills needed to become responsible, engaged citizens. Levy passage rates in Colfax are consistently very high and five years ago a \$19 million dollar bond was passed to renovate the high school and portions of Jennings Elementary. The Colfax School District and community exemplifies the powerful impact of strong educational leadership and community collaboration in shaping the future of young learners.



District Strengths

- **Substantial community support** for schools, clubs, athletics, and other co-curricular activities
- **Beautiful well-maintained** facilities and grounds
- **Strong community support** for levies, capital projects, and bonds
- **Bright and talented teachers** with longevity in the district
- **Supportive and safe small-town atmosphere**
- **Quality leadership** from superintendent, building administrators and school board
- **Successful athletic and co-curricular activities** widely accessed by students



Challenges & Opportunities

Colfax School District is seeking a dedicated and visionary leader to guide our schools into the future. Our next Superintendent will have the opportunity to make a lasting impact by addressing key challenges and embracing exciting opportunities, including:

- **Addressing declining student enrollment** while continuing to provide a quality learning program for all students
- **Maintaining a strong, healthy budget** under the impacts of recent loss of Levy Equalization Act funding
- **Maintain the strong and positive relationship** between the school district and community
- **Address the need to help provide day-care alternatives** and programs for working parents and families
- **Address administrative needs to best administer** and direct the multiple learning programs required by the state



Professional Qualifications

- **Washington State Superintendent Credential** preferred
- **Proven success as a teacher and building principal** preferably in a small school setting
- **Proven success in staff evaluation, professional development, and team building**
- **Knowledgeable of high school**

Personal Characteristics

- **Honest, ethical, transparent, moral, and loyal**
- **Excellent listener**
- **Approachable team player**
- **Strong collaboration & unification skills**
- **Avoids "micro-managing"**

athletics

- Prior experience and/or training in special education and labor relations
- Strong communication skills both orally and in writing
- A desire to live and become part of the community and visible at school/community events
- Financial savvy with experience in budgeting and responsible fiscal management

- Willingness to identify and tackle problems
- Understands farm culture
- Ability to make and stand behind hard decisions
- Ability to hold others accountable while maintaining relationships
- Works hard and expects others to do the same
- Firm, fair, and friendly mentality
- Possess a fun sense of humor

Board Members

Terry Huber, *Position 1*

Mark Clinton, *Position 2*

Katrina Johnson, *Position 3*

David Nails, *Position 4, Board Chair*

April Mackleit, *Position 5*

Compensation

The Board of Colfax School District will offer a multi-year contract with compensation to be commensurate to other Rural Eastern Washington School Districts of similar size.

Application Packet

A completed application packet should include the following:

- A formal letter of application
- A completed Colfax application form (request from Tom Rockefeller or Bill Motsenbocker)
- A current resume
- Three to five letters of recommendation from current position and recent positions.
- A written one page statement explaining how you plan to address the challenges and opportunities for both Bullet One and Bullet Two of the Challenges and Opportunities noted in the position brochure/vacancy announcement.

Send an electronic copy of all application materials to:
Joel Aune, Consultant/President: gunderaune@gmail.com
Bill Motsenbocker, Consultant: bill.motsenbocker@gmail.com
Tom Rockefeller, Consultant/COO: rockefeller.tom34@gmail.com
and trockefeller@superintendentsearch.com

Applications received by January 16, 2026 will receive first consideration

The District reserves the right to accept applications until a superintendent is selected

Application materials will become property of NWLA and the district, and will not be returned to the applicant

Please do not contact the school district directly regarding the selection process for this position. All inquiries, including those from applicants with disabilities who need help in completing application materials, should be made to the following NWLA Associates
Joel Aune | Email: gunderaune@gmail.com

Northwest Leadership Associates | gunderaune@gmail.com gunderaune@superintendentsearch.com |
Richland, WA 99352 US

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