



Center Director, Center on Workforce & System Development

Recruitment #:	S24102
Review Date:	Immediate review Open until filled
Department:	The Research Institute
Salary Rate:	\$92,100 - \$105,000

About Western Oregon University:

Western Oregon University is a regional public, mid-sized university – committed to changing lives, strengthening communities and transforming our world. Located in Monmouth, the heart of Oregon’s lush Willamette Valley, WOU is about 20 minutes from Salem, the state’s capital and about 75 minutes from Portland, the state’s cultural hub.

Western is one of Oregon’s oldest public institutions of higher education and was incorporated into the state system as a teacher training institution in 1882. The university offers undergraduate and graduate degrees in arts and sciences, education and professional areas. It’s known for small class sizes, a focus on sustainability and a diverse liberal arts education in a student-centered environment. Western is an emerging Hispanic Serving institution, with 41% of undergraduates being students of color.

Position Summary:

The Center on Workforce & System Development leads system-level change through intensive support, professional development, and innovative strategies to improve effectiveness and ensure equitable access to services. It oversees two major projects—Central Coordination of Child Care Resource and Referral and Child Care Substitutes of Oregon—both funded by the Oregon Department of Early Learning and Care. The Center Director serves as a state-level leader, representing these systems to state leaders, national stakeholders, and funders while making impactful decisions for children and families in Oregon. They guide their team through ongoing changes, promoting innovation and flexibility among staff, and provide support to Project Coordinators to ensure the Center’s work is coordinated, data-driven, equity-focused, and of high quality. Collaborating with other TRI Directors, the Center Director works to achieve equity, diversity, and inclusion (EDI) goals through equitable hiring, grant writing, and staff support, while managing program finances and meeting deliverables. All TRI staff are expected to engage in continual learning on anti-racism and equity to cultivate equitable practices, and bilingual staff may be required to provide translation and interpretation as needed.

[Click here](#) for the complete position description which includes knowledge areas and preferred qualifications.

Required Qualifications:

- Master’s degree in Early Childhood Education/Organizational Leadership OR related field OR a combination of related training/education/certification and minimum of 10 years of relevant professional work experience
- 1 year supervision experience or closely related training or experience (such as coaching, home visiting, mentoring, mental health consultation, etc.)
- 3 years professional leadership experience in childhood care and education and/or other relevant leadership experience such as management experience in a state or federal agency, CCR&R, human/social services, non-profit and/or culturally specific organization
- Proficient oral and written communication skills
- Ability to be flexible and adapt to changes and emergent needs
- Ability to manage a variety of tasks and produce high-quality work under tight deadlines
- Ability to communicate with a wide variety of individuals and groups, including providers, work team, program personnel, and administrators from diverse backgrounds

- Ability to apply system thinking and pay attention to detail
- Ability to work independently and as a member of a team
- Commitment to actively participate in and lead TRI's anti-racism, diversity, equity and inclusion goals and practices

Required Application materials: You may submit all materials online at www.wou.edu/prostaffapp

1. WOU Employment Application form [available here](#) - unclassified/faculty
2. Cover Letter that addresses the required qualifications for the position
3. Resume/CV
4. Diversity Statement: Review the Board Statement on [Diversity, Equity, Inclusion, and Accessibility](#) and respond to the following [Diversity questions](#)

Western Oregon University is looking for equity-minded applicants who demonstrate a sensitivity to and appreciation for the complexity of the world. We draw our strength as a community from our variety of backgrounds, abilities, cultural experiences, identities, knowledge domains and means of expression. Women, Black, Indigenous and people of color, veterans, people who identify as LGBTQIA+, and people with disabilities are highly encouraged to apply for this position. All interested individuals are encouraged to apply even if they do not meet every one of the preferred qualifications listed.

Background/Education Check:

A criminal background check will be completed as a condition of employment. Education checks are processed for positions requiring a formal degree as a minimum requirement.

Benefits:

Western Oregon University offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates for employee, spouse or dependent at any of the Oregon Public Universities. <http://www.wou.edu/hr/benefits/>

Equal Employment Opportunity:

Western Oregon University is an equal opportunity employer that is committed to diversity, equity and inclusion in the workplace. We celebrate our inclusive work environment and encourage people of all backgrounds and perspectives to apply. We embrace our differences, and know that our diverse team is a strength that drives our success.

Accommodation Requests:

Western Oregon University is committed to developing a barrier-free recruitment process and work environment. If you would like to request disability-related accommodation(s) to participate in a WOU activity or event, please complete the [online request form](#) at least three (3) business days in advance. If you have questions, contact Disability Services (ODS) at 503-838-8250 or ods@wou.edu.

Veterans Preference

Applicants are eligible to use Veterans' Preference when applying with Western Oregon University in accordance with ORS 408.225, 408.230 and 408.235; and OAR 105-040-0010 and 105-040-0015. Preference will be given only if the applicant meets the minimum criteria of the position and electronically attach the required documentation at the time of application. For information regarding Veterans' Preference qualifications, visit <http://www.oregonjobs.org/DAS/STJOBS/vetpoints.shtml>

To stay informed about the progress of this search, we invite and encourage you to explore our career page at wou.edu/hr/employment/jobs/. Unfortunately, due to the volume, it is challenging for us to offer individual updates on the status of each application, and for that, we sincerely regret any inconvenience. We thank you for your patience and interest in employment at Western Oregon University.