

CARROLL COUNTY SCHOOL DISTRICT APPLICATION FOR SUPERINTENDENT OF EDUCATION

Committed to Excellence in Education

Application Deadline is March 17, 2022, 5:00 pm

RECOMMENDED CRITERIA:

- Proven leadership skills
- Demonstrates strong public relations skills to promote district unity
- Possess skill necessary to work with multiple school zones
- Ability to hold employees accountable
- Is experienced in budget preparation and sound fiscal management
- Is not afraid or intimidated when it comes to making "tough" decisions
- Supportive of all staff members
- Can work effectively with board members
- Effective problem solver and willingness to take risk
- Has a track record of raising the achievement level of all students in the district
- Is committed to working with the board to establish and implement a vision for the district, outlining short-term and long-term goals and objectives
- Possesses knowledge of facility planning, and funding resources for new construction
- Valid Mississippi administrator license or eligibility to obtain one
- Master's degree or higher from an accredited university (doctorate not required)
- Successful experience in public schools as a teacher and administrator, with documented experience as a building principal and/or central office administrator

CARROLL COUNTY SCHOOL DISTRICT

APPLICATION FOR SUPERINTENDENT OF EDUCATION

APPLICATION INSTRUCTIONS:

To be considered an official applicant for Superintendent of Education for the Carroll County School District, the following must be completed:

1. APPLICATION FORM - Completed, dated, and signed.
2. RESUME' - Resume must contain complete work and educational histories.
3. VISION/GOALS/STRATEGIES for the Carroll County School District - This must be no more than a one-page document.
4. TRANSCRIPTS - Include all college and/or university work.
5. RECOMMENDATIONS - At least three (3) letters of recommendations received from those listed on the application. Unless otherwise directed in writing, these recommendations are confidential and the applicant waives the right of review.
6. INTERVIEWS - After the above information has been evaluated, the applicants who receive the highest rating will be invited for personal interviews.
7. CONTACT - Depending on the number of applications received and also time and fiscal constraints, you may not be contacted unless you are invited for an interview. Your understanding will be appreciated.
8. IF SELECTED for EMPLOYMENT, you must furnish the Carroll County School District with verification of prior experience, if applicable. You will be subject to a background check mandated by Mississippi law.

Your application is greatly appreciated.

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SCREENING PROCESS FOR SELECTION OF SUPERINTENDENT:

I. PLACE APPLICATION ON FILE

- A. Place application on file with Carroll County School District

Lori M. Bell
CCSD Board Attorney
PO Box 623
Carrollton, MS 38917
(662) 237-1117

- B. Mail the following to above address:

1. Complete Application (completed and signed)
2. Resume
3. Vision/Goals/Strategies Document
4. Transcripts of all college/university work received
5. Recommendations
6. Copy of Mississippi School Administrator License

- C. Present or former employees must complete the same process of employment that is required of all other candidates.

II. EVALUATION OF APPLICANTS BY CARROLL COUNTY BOARD OF EDUCATION

- A. A representative(s) will evaluate complete packets.
- B. Based upon the credentials mentioned above, candidates will be scheduled for screening interviews.

III. INTERVIEW WITH CARROLL COUNTY BOARD OF EDUCATION

- A. Selected applicants will be contacted with instructions to interview with the Board

CARROLL COUNTY SCHOOL DISTRICT APPLICATION FOR SUPERINTENDENT OF EDUCATION

Date of Application: _____

Name: _____
Last First Middle

Present Address: _____
Street City State Zip

Telephone: _____ Email: _____

Permanent Address: _____
Street City State Zip

Telephone: _____ Email: _____

Mississippi Certificate Number: _____ Class: _____

Type: _____ Expiration Date: _____

List names of four employment references, including principals, supervisors, and superintendents (past or present). Please give correct addresses and telephone numbers. Please complete with legible and complete information.

Name	Address	Position	Telephone Number

List professional and honors obtained throughout your career:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

What professional organizations are you affiliated with?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Are you presently under contract with any school system? Yes No

If yes, what school system? _____ Until _____

Have you ever been asked to resign, discharged, or failed to be reemployed in a teaching or administrative position? Yes No

If yes, give details: _____

Note: Please attach a resume and a one-page document that describes your vision, goals and strategies for reaching these goals for the Carroll County School District.

READ CAREFULLY

The information contain herein is true and represents me accurately. If employed, I agree to abide by all policies approved by the Carroll County Board of Education and will cooperate fully with the in-service programs for professional improvement. I agree that any omissions or false statements will constitute reasons for dismissal.

Signature

Date

CARROLL COUNTY SCHOOL DISTRICT DOES NOT DISCRIMINATE ON THE BASIS OF GENDER, RACE, RELIGION, COLOR, NATIONAL ORIGIN, AGE, OR DISABILITY.