

APPLICATION FOR SUPERINTENDENT OF SCHOOLS

GARRETT COUNTY PUBLIC SCHOOLS

PERSONAL INFORMATION

Name

Email

Home address

Preferred phone

Other phone

EDUCATION

Institution

Graduation Date

Degree

CURRENT EMPLOYMENT (If not currently employed, please provide information from last position in education.)

Title

Dates

Employer

Phone

Address

Enrollment

Present Salary

Reason for leaving position

Name of immediate supervisor

Title

Business Phone

Home Phone

Do you currently hold a Maryland Superintendent's Certificate? Yes _____ No _____

If no, do you qualify for one? Yes _____ No _____

NOTE: MARYLAND DOES NOT RECOGNIZE SUPERINTENDENT CERTIFICATION FROM OTHER STATES. It is the responsibility of candidates to provide proof of superintendent certification from the Maryland State Department of Education before final interviews. See "Superintendent Search" on MABE website.

OTHER PROFESSIONAL EXPERIENCE

Title	Dates	District & State	Name	Enrollment

REFERENCES

Please give the names, addresses, and phone numbers of **five** references who are familiar with your **professional experience**. Additionally, please forward **two current** reference letters. The consultants may contact references other than those listed below.

Name	Address	Phone

BACKGROUND INFORMATION

Have you ever been involuntary terminated or asked to resign from the employment of a school district?

_____ _____
Yes No If yes, please give district, date, and reason.

Have you ever reached a mutual decision with a school board to vacate a contract prior to its expiration?

_____ _____
Yes No If yes, please explain.

Is there anything in your personal or professional background that could be an embarrassment to you or the Board should it become public?

_____ _____
Yes No If yes, please explain.

Name _____

NARRATIVE -- On a separate paper, please comment on each of the criteria listed below as it relates to your experience and background. Please limit each response to 200 words.

The ideal candidate will be:

- A proactive, visionary leader who is passionate about the education of all children and can use innovative ways to promote continued academic growth.
- An experienced instructional leader with broad pre-k-12 experience who believes that student achievement is the top priority; has had broad experience with state and federal initiatives; has had success closing the achievement gap; supports programs in the arts and career education; and understands the challenges of a small, rural school district.
- A consensus builder who will communicate openly and honestly with students; parents; staff; Board of Education and elected officials; listens to stakeholders; strengthens partnerships with business, government, community and higher education; is able to build support for the public schools; and will be visible and active in Garrett County schools and community.
- A decisive administrator with strength of conviction who respects, motivates, and empowers staff; recognizes success and promotes accountability throughout the system.
- An experienced and insightful administrator with a strong budget and finance background who can review and evaluate current central office and school organization and staff.
- A politically astute, energetic, goal oriented, advocate for Garrett County Public Schools who understands and is sensitive to the dynamics of small close-knit communities and their reaction to change; models high standards of ethics, integrity and honesty and expects those traits in others.

The preferred candidate will have:

- Maryland Certification as superintendent (required)
- Doctorate preferred
- At least 3 years administrative/executive level experience in public education
- Knowledge of the Maryland education system, laws, funding, curriculum, and assessment

If not a current resident, the successful candidate will relocate and become an active member of the Garrett County community.

I certify that all statements made on this application are true, accurate, and complete. I authorize the district or its agents to conduct work history, reference checks, and criminal background checks as part of this application process. I understand that I must verify that I hold or qualify for Maryland Superintendent Certification.

Signature

Date

The position will remain open until filled – Application reviews begin: February 6, 2012
Interviews: Mid-March Start Date: July 1, 2012

I have included resume _____, cover letter _____, completed application _____, narrative responses _____, reference letters _____, and background authorization form _____.

Do not include additional materials unless requested. Applicants should **not** contact board members.

William T. Middleton, Lead Consultant
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