

NOTICE OF VACANCY IN THE POSITION OF SUPERINTENDENT OF EDUCATION

Job Title: Superintendent of Autauga County Schools

**Summary of
Job Duties:**

The Superintendent serves as the Chief Executive Officer of the Autauga County Board of Education. The Superintendent's duties include those prescribed for superintendents under the Alabama Code (§16-12-1, *et seq.*) and corresponding requirements and regulations established by the Alabama State Board of Education and the Autauga County Board of Education. The Superintendent is responsible for implementation of Board policies and its approved goals and objectives. The Superintendent oversees and directs the effective operation of the District, including the general administration of all instructional, business, and other functions. The Superintendent advises and makes recommendations to the Board of Education respecting such activities, including policies and procedures deemed appropriate to the attainment of District goals and legal compliance. The Superintendent provides effective leadership for the District and maintains clear and consistent lines of communication with the Board, central office and school leadership teams, all District employees, parents, students, media and other stakeholders. *Additional information is available in the 2023 Candidate Search Package.*

**Required
Qualifications:**

The required qualifications are:

- Possession of or eligibility for the appropriate certification to serve as a superintendent in Alabama;
- Holds a Master's degree from an accredited college or university;
- Experience as a classroom teacher in a public school;
- Minimum of 10 years work in a public school;
- Work for at least 5 years as a public school principal, administrator, assistant superintendent or superintendent; and
- Qualified to be bonded by the school system's insurance carrier;

Desired Traits:

The Autauga County Board of education is seeking a leader with strong interpersonal and leadership skills to manage the system effectively and efficiently. Desired traits include:

- Strong organizational and leadership skills;
- Strong financial management skills and experience;
- Demonstrated ability to work with people who have varying backgrounds and interests;
- Ability to delegate effectively;
- Good character, high moral standing, and personal integrity;
- Ability to lead and promote a tax referendum;

- Ability to communicate effectively with the Board, elected officials, District personnel, parents, students, media and other stakeholders;
- Commitment to long range planning;
- Analytical and problem-solving expertise and skill at making data-driven decisions;
- Ability to evaluate personnel and programs effectively;
- Ability to recruit and retain high-quality staff and encourage professional growth and development; and
- Knowledge of research based curriculum and instructional methods for the PreK-12 system.

Salary Range: The total compensation package, inclusive of salary, for the Superintendent will be between \$160,000 to \$180,000, depending on the circumstances of the selected individual.

Application Information:

The applicant is required to print, sign, and submit an application on the approved form (available at <https://www.acboe.net/superintendentsearch>) with a cover letter, resume, and at least six references by email to: autauga.superintendent@acboe.net (preferred) or hand deliver before 4:00 PM June 16, 2023 to:

**Autauga County Superintendent Search
c/o Dr. Daniel Boyd
153 West Fourth Street
Prattville, Alabama 36067**

In addition, a verified transcript from the institution that granted the applicant's highest degree must be requested by the applicant and sent directly by regular mail or by e-mail to:
autauga.superintendent@acboe.net

For additional information, please contact Dr. Daniel Boyd at (334) 365-5706 or autauga.superintendent@acboe.net.

DEADLINE FOR APPLYING: ALL APPLICATIONS FOR THE POSITION MUST BE RECEIVED IN THE OFFICE OF DANIEL BOYD BY THE CLOSE OF BUSINESS 4:00 PM CENTRAL STANDARD TIME ON JUNE 16, 2023. APPLICANTS ARE STRONGLY URGED TO PERSONALLY VERIFY TIMELY SUBMISSION OF THEIR APPLICATION MATERIALS.

Posting of Notice: This notice is made, published, and posted all in accordance with Title 16-12-1, *Code of Alabama, 1975*; Title 16-22-15, *Code of Alabama, 1975*. This notice shall be posted at <https://www.acboe.net/superintendentsearch>; in a conspicuous place by the Principal of each school; in District work areas/sites; at the Board of Education located at 153 West Fourth Street, Prattville, AL 36067; and on various electronic posting services for educational administrative positions in Alabama for thirty (30) calendar days before the position is to be filled. The Autauga County Board of Education is an equal opportunity employer.

Timeline: The Board has established an anticipated timeline for the search to fill the Superintendent position. The 2023 Candidate Search Package contains a timeline and is found at <https://www.acboe.net/superintendentsearch>.

Background Check: A background investigation may be required for consideration for this position. These investigations may include, but are not limited to an analysis of public and private documents; contact with former employers; verification of employment, education, and credentialing; information from background check providers; contact with professional references; and other pertinent information. Your signature on the application is authorization for Autauga County Schools, its legal counsel, and its agents, to conduct a background investigation as described above including a credit history report. Your signature on the application is your acknowledgment that information revealed from the background investigation may be used for determining eligibility and qualification for pre-employment consideration and for continued employment if hired. The applicant will be notified in accordance with the Fair Credit Reporting Act (FCRA) before any employment decision is made if based on information in the report and if any information gathered will be provided to the applicant by Dr. Daniel Boyd upon written request.

The Autauga County Board of Education reserves the right to waive nonmaterial defects or discrepancies in applications; to verify, clarify, or obtain additional information regarding applicants, including relevant background information; and to consider qualified candidates who have not participated in the formal application process described above.

Autauga County Board of Education
Superintendent Search Timeline

June 16, 2023, 4:00 PM	Application Deadline
June 20-22, 2023	Interviews
June 29, 2023	New Superintendent Announced

The Autauga County Board of Education reserves the right to modify any and all timelines.