

## **Superintendent of Huron Intermediate School District**

**Deadline:** Thursday, March 13, 2025

**District/Organization:** Huron Intermediate School District

**Position/Type:** Superintendent

The Huron Intermediate School District will offer a Competitive Salary and Benefits Package Commensurate with Certifications, Experience and Qualifications.

### **Position Details Huron Intermediate School District**

The Huron Intermediate School District Board of Education is seeking a Superintendent to begin work on Monday, May 5, 2025, or Monday, June 2, 2025 (**TBD in consultation with successful candidate**)

The Board of Education is seeking a Superintendent who is a strong leader with an extensive background in Pre-K-12 education and knowledgeable of GSRP, Career, Technical and Special Education. And, who will be an effective communicator with staff and community. This educational leader will actively work with the Board of Education and community to set and reach goals, be an instructional leader, and be a creative problem solver. The new Superintendent should be ethical, honest, knowledgeable, and friendly.

### **QUALIFICATIONS:**

- Ability to perform duties with awareness of all district requirements and Board of Education policies
- Ability to write reports, business correspondence, and produce manuals. Ability to effectively present information and respond to questions from groups, staff, parents, and the general public
- Administrative Experience Required/Local Superintendent Experience Preferred
- Demonstrated knowledge of budget and finance as it pertains to Michigan Intermediate School Districts and knowledge of “flow-through” revenue
- Demonstrated leadership skills in planning, instruction, decision-making, supervision, conflict resolution, evaluation and public relations
- Valid Michigan Administrator Certificate Required
- Master’s Degree or above with emphasis in Education Administration or Related Field
- Valid Michigan Teaching Certificate Preferred
- Must meet all State of Michigan Administrator Continuing Education Requirements
- Strong interpersonal skills to communicate verbally and in writing to a wide variety of audiences

### **RESPONSIBILITIES:**

**As per MCL 380.653**

**Superintendent as executive officer of board; powers and duties generally:**

- The intermediate Superintendent shall be the executive officer of the intermediate school board and shall:
- Put into practice the educational policies of the state and of the intermediate school board.

- Recommend in writing all employees.
- Suspend an employee for cause until the intermediate school board considers the suspension.
- Supervise and direct the work of assistants and other employees of the intermediate school board.
- Examine and audit the books and records of a constituent district when directed to do so by the state board.
- Perform duties the state board and the intermediate school board prescribe, make reports as may be required by the state board, and at the close of his term of office deliver all records, books, and papers belonging to the office to the intermediate Superintendent's successor.
- Examine in constituent districts not employing a Superintendent the statements of taxes to be raised by the constituent districts required by law to be filed with the township clerk and the county board of commissioners at the October session of the board, and notify the secretary of the board of a constituent district that fails to file tax statements required by law, or has failed to qualify for state school aid.
- Make written reports to the boards of constituent districts in regard to all matters pertaining to the educational interests of the districts.

### **Huron Intermediate School District Mission Statement**

The Huron Intermediate School District exists for the purpose of providing educational and support services to its varied constituencies. It is our goal as a service agency to be both comprehensive and flexible as we seek to deliver services based on the ever-changing needs of those we serve. Through these efforts, it is our pledge to work diligently to improve the quality of life of all area residents.

### **Huron Intermediate School District Constituent Districts:**

Bad Axe Public Schools, Caseville Community Schools, Elkton-Pigeon-Bay Port Laker Schools, Harbor Beach Community Schools, North Huron Area Schools, Owendale-Gagetown Area Schools, Ugly Community Schools. As well as five One Room School Houses and four Parochial Schools.

### **Huron County Description**

Huron County is a county in the U.S. state of Michigan. As of the 2020 Census, the population was 31,407. The county seat is Bad Axe. Huron County is at the northern tip of the Thumb, which is a sub region of Mid-Michigan. It is a peninsula, bordered by Saginaw Bay to the west and Lake Huron to the north and east, and has over 90 miles (140 km) of shoreline, from White Rock on Lake Huron to Sebewaing on the Saginaw Bay. Huron County's most prominent industry is agriculture, as with most of the other Thumb counties. Huron County enjoys seasonal tourism from large cities such as Detroit, Flint, and Saginaw. Much of the tourism is in the Port Austin and Caseville area.

### **Salary and Contract Information**

The district will offer a competitive salary and benefits package that is Commensurate with Certifications, Experience and Qualifications of the candidate chosen as the next Superintendent.

### **Application Procedure**

Interested candidates may apply through email or hard copy materials to:

Lawrence R. Kroswek, Search Consultant  
c/o Tracy Potter, Administrative Assistant  
tpotter@huronisd.org  
Huron Intermediate School District  
1299 S. Thomas Rd., Suite 1  
Bad Axe, MI 48413

**Completed applications must be submitted no later than 4:00 pm on Thursday, March 13, 2025 and must include:**

A Letter of Application

Resume

Official Transcripts

Three Current Letters of Recommendation (within the last 12 months)

List of Professional References

**Application Packets must be complete in order to be invited to interview**

**Candidates are asked NOT to reach out to board members directly.**

Questions and further information concerning the Superintendent Search Process is available from:

Lawrence R. Kroswek, Search Consultant  
kroswek@yahoo.com

### **Tentative Search Timeline**

Posting: Tuesday, February 11, 2025

Application Deadline: Thursday, March 13, 2025 at 4:00 pm

Candidate Applications Review by Board: Monday, March 17, 2025 at 4:00 pm

First Round Interviews: Monday, March 24, 2025 and Wednesday, March 26, 2025 at 6:00 & 7:30 pm

Site Visits (if needed): **TBD**

Two Final Candidates Visit to Huron Intermediate School District: **TBD**

Second Round Interviews: Week of April 7, 2025

Board Appointment of Superintendent (pending successful Criminal History Records Check and Verification of Credentials): Monday, April 14, 2025

Start Date: Monday, May 5, 2025 or Monday, June 2, 2025 (**TBD in consultation with successful candidate**)