

Diane Gorrow

From: "Harry Brackett" <lelan4444@aol.com>
To: "Gorrow Diane" <gorrow@soulefirm.com>
Sent: Saturday, August 20, 2011 4:09 PM
Attach: Interim_Superintendent.doc
Subject: Fwd: Interim Supt. job description

-----Original Message-----

From: hfb4444 <hfb4444@comcast.net>
To: lelan4444 <lelan4444@aol.com>
Sent: Fri, Aug 19, 2011 4:52 pm
Subject: Fwd: Interim Supt. job description

From: "Megan Turnbull" <mmshea@chicagogsb.edu>;
To: "Henry Brackett" <hfb4444@comcast.net>;
Sent: Monday, May 30, 2011 3:14:49 PM
Subject: Interim Supt. job description

Hi Henry,

I put together the attached document per your request.

It has multiple sections:

- I. Brief introduction
- II. Qualifications
- III. Duties
- IV. Service Term
- V. Compensation

We need to include the description of the district which you said you had already from the principal search document.

Please take a look and let me know if you want me to make any changes.

Thanks,

Megan

Interim Superintendent Position - Oyster River Cooperative School District Durham, NH

Interim Superintendent

The Oyster River Cooperative School District (ORCSD) seeks an Interim Superintendent to fulfill the role of Superintendent until that point when a permanent replacement is hired. The ORCSD seeks an experienced leader with the skills necessary to continue on-going and new district initiatives as well as carry on the daily, operational work expected by a superintendent under state and federal laws.

Qualifications

- Possess a minimum eight years experience in the role of superintendent
- Be knowledgeable of New Hampshire state statutes and federal laws surrounding education
- Have previous classroom teaching experience
- Able to display a positive, open posture towards the community, staff, and the Board
- Be willing to work in concert with and support the Board
- Offer strong budgetary planning and policy implementation skills
- Have the ability to deliver strong communication and mediation prowess
- Demonstrate a familiarity with successful educational improvement practices
- Have experience serving in a cooperative school district

Duties

The Interim Superintendent shall have charge of the administration of the schools under the School Board's direction and shall:

- Be the chief executive officer of the Board and oversee implementation of all district policies and regulations
- Direct and assign teachers and other employees of the schools
- Organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serves the District subject to the approval of the Board
- Select all personnel subject to the approval of the Board
- From time to time suggest regulations, rules and procedures deemed necessary for the well ordering of the District
- Perform all duties incident to the office of the Interim Superintendent and such other duties as may be prescribed by state and federal law and reasonably assigned by the Board
- Continue on-going and new initiatives, as directed by the Board, including, at a minimum, curriculum alignment across the district schools, implementation of key performance initiatives, and development of a district-wide strategic plan.

**Interim Superintendent Position - Oyster River Cooperative School District
Durham, NH**

Service Term

The Interim Superintendent shall serve in a full-time role until the district hires a permanent replacement. The earliest date of employment shall be June 20, 2011 with contract duration of December 31, 2011, afterwards will be renewable on a monthly basis depending on the acquisition of a permanent hire.

Compensation

A competitive compensation package will be offered to the selected candidate including salary and full benefits.