

***Paradise Independent School District
338 Schoolhouse Road
Paradise, Texas 76073
Phone 940.969.5001
An Equal Opportunity Employer***

**JOB VACANCY
SUPERINTENDENT of SCHOOLS**

The Board of Trustees of the Paradise Independent School District is searching for an exceptionally qualified administrator to lead this highly successful school district. Successful Superintendent experience is strongly preferred.

APPLICATION AND INTERVIEW PROCESS

- ◆ **Letter of interest**
- ◆ **Up-to-date resume that includes the candidate's education, positions of employment, and dates of service in each position listed chronologically.**
- ◆ **List five (5) references including names, addresses, and telephone numbers that may attest to the competence of the candidate.**
- ◆ **Transcripts verifying academic degrees.**
- ◆ **Evidence of Texas superintendent certification requirements.**

The above five items are required and must be submitted electronically. Each document must be Microsoft Word or PDF.

CONDITIONS OF EMPLOYMENT

Salary: Negotiable, based on experience
Benefits: Negotiable
Length of Work Year: 12 month contract
Length of Contract: 3 year
Criminal History/Background: Required
Residence Requirement: Residency in the District required

All qualified administrators are encouraged to apply. Administrators not interested in the position are encouraged to nominate other qualified persons who may be interested.

The timeline for filling the position is:

Application Deadline: December 5, 2017 4:00 P.M.
Board Screening of Applicants: December 11-Jan 8 2018
Interviews: January 15-26, 2018
Name Lone Finalist Week: January 29, 2018
Proposed Starting Date Negotiable

In concert with the staff, students, and the community, the Board of Trustees has identified certain characteristics and qualifications as highly desirable in a Superintendent:

1. Is an effective communicator with superior interpersonal skills who can make and defend difficult decisions that are best for students and the district.
2. Is an effective delegator who empowers staff members to carry out their responsibilities independently while remaining knowledgeable and accountable for the district's overall progress in carrying out its mission.
3. Is a motivational leader who is attentive to staff morale, and has a proven ability in building an effective management team engaged in collaborative planning, problem solving, and decision making.
4. Knows school financial management and state funding laws.
5. A successful record of improving student achievement with a changing demographic student population.
6. Able to work in partnership with the Board of Trustees and build a climate of candor, mutual trust, and cooperation.
7. A person of integrity, vision and visibility.
8. Committed to Paradise ISD for the long term and demonstrates active involvement in the district and community with superintendent experience preferred.

Paradise ISD is a Class AAA, Division 1 school district with an enrollment of 1180. The district is located in Paradise, Texas, approximately 45 miles northwest of Ft. Worth. Region XI ESC in Ft. Worth serves the district.

The board of trustees has requested that they not be contacted and use the procedures listed above. Please send the required documents and your preferred contact phone number by e-mail to:

Robert Criswell, Interim Superintendent

rcriswell@pisd.net

940-969-5001

Additional Contacts

Cindy Staley 940-969-5001

Janice Clark 940-969-5001