

Application for Superintendent of Education

[Use attachments or additional sheets, if necessary.]

Send to: Elba Superintendent Search
 c/o The Shirley Law Firm
 431 North Court Street
 P.O. Box 408
 Elba, Alabama 36323
 OR, IF BY E-MAIL, TO: merrill@shirleylawoffice.com

Phone: (334)-897-5775
 Contact: merrill@shirleylawoffice.com

Applications must be postmarked by regular mail or received by electronic mail no later than midnight on September 11, 2017.			
I. PERSONAL INFORMATION			
First:		Middle:	
Previous Name:			
Other names by which you may be known:			
Mailing Address:			
City	State	Zip	
Daytime Phone Number:			
Home Phone Number:		Cell Number:	
E-mail (personal):			
Present Employer:			
Mailing Address:			
City	State	Zip	
Title of Position:			
Phone Number:		Current Salary:	\$
Time in Current Position		Is your employer aware of this application?	
Amount of Organization's annual budget for which you are responsible:			
Reason for leaving this position:			
Number of employees for whom you have overall responsibility:			
How many employees report directly to you?			
Do you hold Alabama Certification in Administration and Supervision?		Yes	No
Do you hold a comparable certificate issued by another state?		Yes	No
If so, which state?			

II. EMPLOYMENT HISTORY

Please list all FULL TIME experience, both within and outside the field of education. List most recent employment history first and continue in reverse chronological order.

Employer	
Position/Duties	
Dates of Service	
Reason for Leaving	
Ending Salary	
Employer	
Position/Duties	
Dates of Service	
Reason for Leaving	
Ending Salary	
Employer	
Position/Duties	
Dates of Service	
Reason for Leaving	
Ending Salary	

Have you ever been dismissed, suspended, terminated, or forced to resign from any employment?

<input type="checkbox"/> Yes <input style="width: 100px; height: 20px;" type="text"/>	<input type="checkbox"/> No <input style="width: 100px; height: 20px;" type="text"/>
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If yes, provide the date, name and address of the employer, and the stated reason for the action.

Have you ever resigned or been given an opportunity to resign, withdrawn an employment application, or not offered re-employment as a result of charges, disagreement, or misunderstanding?

<input type="checkbox"/> Yes <input style="width: 100px; height: 20px;" type="text"/>	<input type="checkbox"/> No <input style="width: 100px; height: 20px;" type="text"/>
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If yes, provide the date, name, and address of the employer, and a reasonably full statement of the basis and circumstances of the incident.

IV. EDUCATIONAL AND PROFESSIONAL TRAINING. Use an attachment, if necessary

Name of Institution	
Address	
Program of Study	
Dates Attended	
Degree	

Name of Institution	
Address	
Program of Study	
Dates Attended	
Degree	

Name of Institution	
Address	
Program of Study	
Dates Attended	

V. HONORS AND AWARDS. List scholarships, articles authored, books authored, honorary degrees, citations, special recognitions, workshops conducted, major addresses, etc.

VI. OUTSIDE INTERESTS AND HOBBIES.

VII. COMMUNITY ACTIVITIES.

VIII. MAJOR CAREER ACCOMPLISHMENTS AND PERSONAL ATTRIBUTES. List scholarships, articles authored, books authored, honorary degrees, citations, special recognitions, workshops conducted, major addresses, etc.

IX. EDUCATION PHILOSOPHY. Provide a short commentary describing your view of the elements of a successful school system.

X. REFERENCES

Please list the names of at least three individuals, including a recent employer or supervisor, a leader in your community (not necessarily connected with education), and an educator who does not reside in your community. Do not list a relative.

Name	
Position	
Present Address	
Phone/E-mail	

Name	
Position	
Present Address	
Phone/E-mail	

Name	
Position	
Present Address	
Phone/E-mail	

XI. APPLICANT'S STATEMENT: Why do you want to lead this school system?

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PLEASE READ CAREFULLY		
Do you have any objection to your previous employer(s) being contacted for information regarding your work history?	Yes	No
If yes, please explain		
Have you ever been convicted of any crime or entered a plea of guilty or nolo contendere to any charge other than a minor traffic violation?	Yes	No
If the answer is "yes," please state the name and address of the court, the date of the alleged offense and allegation, a description of the charges, and an explanation of the final action taken, including any fines, probation, imprisonment, first offender adjudication, or similar disposition.		

I certify that the foregoing statements are true and correct and authorize the Elba City Board references listed and to secure additional information regarding my qualifications and suitability for the position.

Signature

Date

Mail your completed application, along with a letter of application and resume, to the address below. Also, have your transcript sent directly from the institution that granted the highest degree to:

Elba Superintendent Search
 c/o The Shirley Law Firm
 P.O. Box 408
 Elba, AL 36323
 OR, if by e-mail, to:
merrill@shirleylawoffice.com

Please limit all documents to 8.5" X 11" only.
 Applications must be postmarked or received by 12:00 midnight on September 10, 2017.
Applicants are *strongly* urged to personally verify timely submission of their application materials.