

# ASSISTANT SUPERINTENDENT

## Job Details

Application Deadline: May 9, 2018

Posted: April 14, 2018

Starting Date: July 1, 2018

## Job Description

- The Assistant Superintendent at Osceola School District is responsible for providing leadership and direction for the planning, implementation, and assessment of efficient district operation.
- Supports and collaborates with the superintendent
- Provides coordination in the development of budget items related to all federal programs, and state categorical funds, monitors all expenditures, and completes all reporting requirements.
- Participates with other administrators in the formulation of district policies and plans, and advises district administrators and others of the financial, procedural, and related implications of the programs and proposed changes in laws, rules, policies, and procedures.
- Assists with oversight of district facilities and transportation, food service, extra-curricular activities/ athletics.
- Provides leadership in promoting the educational objectives and values of collaborative planning, district curriculum, effective instructional practices and responsive programs and services.
- Provides support to principals in evaluation of their local program and in planning for the improvement of the program
- Provides leadership and oversight of district initiatives including extended learning opportunities (e.g., summer school, ALE, etc.) recruiting teachers/ monitoring, and professional development.
- Serves as active participant in district committees and professional communities.

**Position Type: Full-time**

**Positions Available: 1**

Job Category: Administrator- Assistant/Deputy Superintendent

## Job Requirements

- Arkansas District-Level Administration Certification ( or ability to obtain such license)
- Assist/work with Federal Programs and budgeting/facilities background
- Citizenship, residency, or work VISA in the United States required
- Reside in district

## Contact Information

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