

# Application Procedure

Completed applications are comprised of the following:

- Letter of application stating qualifications for the position
- A current, complete resume with valid email address
- Proof of certification (093) or evidence of eligibility
- Transcripts of all degree granting colleges/universities
- Updated college/university placement folder – or three letters of reference
- Candidates selected for interview will be required to complete the district application form

Applications will be reviewed upon receipt. Completed applications are due on or before May 4, 2012. Applications should be sent to the following address:

Cooperative Educational Services  
Salem Superintendent Search  
40 Lindeman Drive  
Trumbull, CT 06611

All inquiries related to the position should be directed to the following search consultant:

Kaye Griffin 860-694-9795 griffinkaye@hotmail.com

# Contract Provisions

The Board of Education expects to offer a three year contract with a competitive salary commensurate with qualifications, experience and comparably situated school districts.

*The Salem Board of Education is an Equal Opportunity Employer*

## Board of Education

Stephen Buck, Chairman

Dinis Pimentel, Vice Chairman

Pamela Munro, Secretary

Linda Robson, Treasurer

Margaret Caron

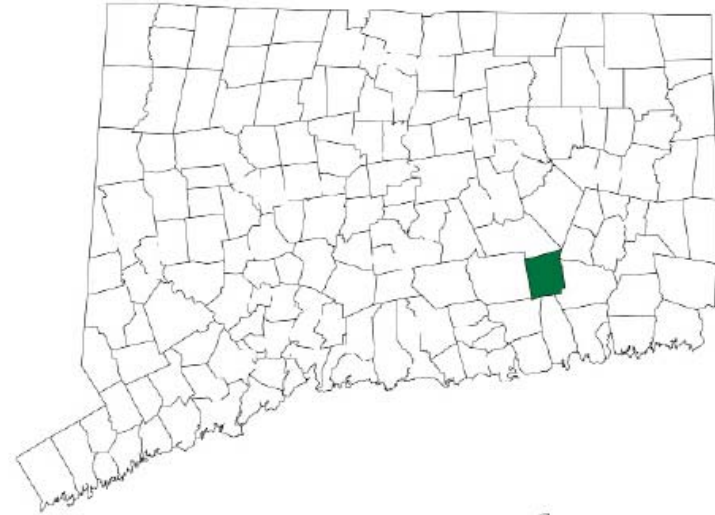
Robert Green

George Jackson

Monica Lord-McIntyre

Mary Ann Pudimat

# Salem School District



*An invitation to apply for the position of  
Superintendent of Schools*

200 Hartford Road

Salem, CT 06420



# Announcement of Vacancy

The Salem Board of Education invites outstanding educational leaders to apply for the position of superintendent of schools, a part-time position, three days per week, twelve months per year. The Board of Education will be assisted in its superintendent search by C.E.S. Executive Search Consultant Kaye Griffin. The Board anticipates that the new superintendent will be selected in the spring, and will assume full responsibilities of the superintendency on July 1, 2012.

## Salem School District

Salem School District serves a Pre-K through Grade 8 student population in a single school which houses both elementary school and middle school programs. Graduates of the Salem School attend East Lyme High School or a variety of technical schools in the region. Known for its small-town, family-oriented community, Salem, Connecticut, provides students a nurturing, student-centered learning environment that challenges each student to reach his or her full potential. The vision of the Salem learning community is to be a school of excellence.

### Community Support

The Town of Salem has a long history of embracing and supporting its schools. Service organizations and community members generously volunteer their time and resources to help Salem students. Citizens have demonstrated that they support the financial and capital needs of the school district.

### Student Achievement

Salem School District values a well-rounded education for our students that goes beyond the basics, and encompasses the visual arts, performing arts, technology, and career-related learning activities. Salem educators work to provide students the breadth and depth of learning opportunities that allow students to grow and expand their capabilities.

### Accountability

Salem School District accepts its charge to be accountable for the academic achievement of all of its students without regard to their race, economic status, language or disability. Salem School spends money wisely and prudently directs funds to the classroom where the heart of the learning process resides.

## The Town of Salem

Salem is a quiet, rural community of over 4,000 residents with a heritage of agriculture, nestled among hills, wetlands and open fields astride the historic route between Hartford and the sea. Incorporated in 1819, it is populated by friendly, caring, diverse and talented citizens who contribute to the manufacturing, arts, education and technology centers of Central and Southeastern Connecticut.

Salem is ideally positioned in the heart of Southeastern Connecticut. Geographically, Salem is centrally located on the Historic Governor's highway with commercial connections to Hartford, Norwich, New London, Windham, and other metropolitan areas in the eastern region of the state. Businesses located in Salem enjoy easy access to major interstate highways and state roads providing the transportation infrastructure so important to sustain developing business and industrial interests.

## Candidate Profile

The Salem Board of Education is seeking a superintendent with experience and/or interest in leading a successful rural school community toward continuous improvement in student achievement and organizational development.

The successful candidate will possess:

- Interpersonal skills that perpetuate inclusive and productive relationships with all constituents in the school community
- Leadership experience in the development of and advocacy for educational programs and curriculum
- Recognition for excellence in confident, honest, and open educational leadership
- Demonstrated success in implementing a leadership model that promotes and sustains transparency, consistency, and professionalism at all times
- Leadership and management skills that facilitate achievement of the district's mission and vision through a partnership with the Board of Education
- Management skills that include fiscally prudent and educationally sound avenues to budget development, implementation, and monitoring
- Critical and creative problem solving and data-based decision making skills that promote consensus building throughout the school community
- Experience in applying a systems approach to planning and implementing school improvement goals, including state and national school reform initiatives
- Experience in the role of "progressive and positive change agent" who leads the district through transition without alienating the staff, parents, or community
- Presentation and written communication skills that promote the mission of the district and connect effectively and positively with the school and extended communities
- Demonstrated visibility in the school community in the role of school administrator and evidence of advocacy for public education in the public arena
- Experience in and advocacy for technology literacy for students and staff in the context of a 21st century educational setting
- Ability to model scholarship and professional growth for staff and evidence of making professional development of staff a district priority

The new superintendent will be expected to work with the Board of Education and the administrative team in addressing current priority initiatives of the Salem School District, including:

- Preparing the district for implementation of Common Core State Standards in Mathematics and English Language Arts
- Monitoring and managing the impact of the renovation of the elementary section of the school building
- Facilitating the implementation of the district's new three-year technology plan
- Leading and facilitating state and national educational reforms, including teacher/administrator performance evaluation programs
- Working with the Board of Education to develop a long-range plan for strategic management of the school district

[www.salemschools.org](http://www.salemschools.org)