

## **Position: Interim Superintendent**

### **Reports to Newport Board of Education**

#### **Search Timeline:**

- Closing date for applications: Ongoing until filled
- Newport School Board selects finalists to interview: Ongoing until filled
- Finalists meet with selection committee
- ***Start date: On or before July 1, 2022***

#### **Application Requirements:**

- Letter of interest
- Resume
- Three current (within the last six months) letters of reference
- Verification of degrees and certifications

#### **District Overview:**

*Newport School District's mission to inspire, prepare and challenge ALL students with a relevant, rigorous curriculum, driven by outstanding instructional leaders in partnership with our families, businesses, and community, consistent with our core values.* Newport School District is a complex district providing education from Pre-K through grade 12 with a full Career and Technical Education Center. The District serves approximately 925 students with nearly 85% coming from Newport. We have receive tuition students from neighboring towns of Goshen and Croydon, Lempster and Unity. Richards, our Elementary School, houses pre-K through grade 5 with 400 students enrolled. The Middle School and High Schools share the same building. The Middle School includes grades 6 through 8 and averages 195 students. The High School houses 330 students. Sugar River Valley Regional Technical Center serves Newport, Claremont, and Sunapee students. The Newport campus offers eight two-year programs and a one-year licensed program: automotive technology, welding manufacturing, horticulture, natural resources, business management, cosmetology, health science technology, Project Lead the Way pre-engineering, and licensed nursing assistant (LNA).

#### **Position Overview:**

The Interim Superintendent will support school administrators' effectiveness in meeting standards, goals, and implementing plans. Also, they will ensure that leaders are accountable for supervision and evaluation building employees as well as fidelity to implementation of present initiatives. The Interim Superintendent also administers the School Advisory Unit district office, ensuring the smooth and transparent functioning of all systems and providing supervision and evaluation of district-level employees. The Interim Superintendent works in close collaboration with the Business Administrator to manage and build the budget.

#### **Mission Statement**

The mission of the Newport School District is to inspire, prepare and challenge ALL students with a relevant, rigorous curriculum, driven by outstanding instructional leaders in partnership with our families, businesses, and community, consistent with our core values.

Interim Superintendent will work closely with Business Administrator and building administrators. To manage budget overview and report directly to School Board financial status, needs along with taking responsibility for timely filing of necessary documents and budget development.

Interim Superintendent will help foster an open-door collaborative professional environment and serve as the lead point person for operational matters and the direct link between the schools and the community they serve.

Interim Superintendent will identify and coordinate system-level supports and oversights of: facilities, transportation, foodservices, grants, business office, human resources, finance, accounts and budgeting,

In collaboration with the curriculum director, the special education director, and the build-level administrative team, The Interim Superintendent will oversee instructional specialists, data analysts, Special Education, engagement, and others to deploy support to schools. The Interim Superintendent is charged with ensuring every school within the Interim Superintendent's portfolio is preparing all students for college, career, and life readiness.

Interim Superintendent is responsible for appropriate use of data and first-hand observations to become an expert on what schools need and then working with all relevant department, offices, and personnel within the Newport Schools to ensure the advancement of our Vision, Mission, Core Values and initiatives.

## **Requirements:**

### Interim Superintendent

- Valid NH Department Education certification for Superintendent/Assistant Superintendent or eligibility to obtain one within first year of employment
- Master's degree from an accredited college or university with coursework in educational administration, education, and curriculum development
- Track record of holding educators or teams of educators accountable for results
- Record of success in managing people and teams, coaching leaders to improve and excel, and building a positive and collaborative adult culture
- Ability to constantly evaluate the needs of schools and provide leadership and recommendations to best modify existing systems to meet changing needs of a growing organization

Send to:

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