

*An Invitation to Apply for the Position of
Superintendent of Schools*



White River Junction, Vermont

The Position

The School Board of the **Hartford School District, White River Junction, Vermont**, is seeking a highly qualified, fully certified, educational leader to serve as **Superintendent of Schools**. The Board wishes to have the successful candidate assume the responsibilities of the position **July 1, 2024**.

McPherson & Jacobson, L.L.C., Executive Recruitment and Development, has been engaged as the consultant in a search for outstanding candidates. They will assist the School Board in identifying and screening the candidates.

The Qualifications

The candidate must have the background, skills, and abilities essential for excellence in educational leadership. The Board recognizes that selecting the Superintendent is the most important decision it will make and has therefore, identified the following characteristics:

1. An effective communicator and collaborator who has strong administrative skills as well as verbal and written communication skills.
2. A person who listens, builds trust and is supportive of students, families, administrators, faculty, and staff. An administrator who is visible in the schools and in the community. A leader who is transparent and uses a commonsense approach in the decision-making process.
3. A strong, visionary, student-centered educational leader who possesses a track record of facilitating continuous educational improvement with measurable results. Routinely uses empirical data to inform decision making.
4. Be a strategic and critical thinker who possesses strong knowledge of effective instructional practices, special education, career education, and technology.
5. Is a person who works to understand the political issues within the community and who would be willing to learn and understand the nature of Vermont towns including tuition and public financing.
6. Be a collaborative partner with the school board, who provides guidance, support, and timely information so that members can make informed decisions after analyzing data and considering multiple options from a diversity of perspectives and stakeholders.
7. An ethical leader who possesses quality interpersonal skills, moral character, and personal integrity. An individual who exhibits a strong work ethic and is self-motivated. Someone who desires to build cooperative relationships between the district, families, and the community. A disciplined leader who holds district personnel to a high standard of accountability and possesses the characteristics of integrity, courage, respect, transparency, and honesty.

Salary range: \$150,000-\$170,000 plus a comprehensive benefits package.

If you are not currently certified as a superintendent in Vermont, please see <https://education.vermont.gov/educator-licensure> to apply for certification. You must be certified to hold the position.

As all the applications are currently being screened, you are encouraged to read the Final Stakeholder Report under the Hartford School District listing at macnjake.com.



District Website: <https://www.hsdvt.com>

The Community

The Town of Hartford is located in the upper river valley area on the border of Vermont and New Hampshire. It is located at the crossroads between the Connecticut River and the White River.

The Town of Hartford is comprised of five unincorporated villages - Hartford, Quechee, White River Junction, Wilder, and West Hartford - as well as the rural countryside. The largest village, White River Junction, is enjoying an arts-filled renaissance fueled by the creative economy.



The District

Our district is made up of three elementary schools, a middle school, and high school where 1,591 students attend. We also have 344 tuition students who attend the middle school, high school or one of our four collaborative schools.

Hartford High School

Hartford Memorial Middle School

Elementary Schools

1. Ottauquechee
2. White River
3. Dothan Brook

Collaboratives

1. Career and Technical Center - attached to the high school
2. Regional Resource Collaborative - attached to the high school
3. The Wilder School - Autism and Alternative programs

Our schools are a place where intellectual curiosity, innovative learning opportunities, collaboration and cross curricular skills are encouraged and celebrated. We are committed to the healthy development of students and focus on academic, social, and emotional growth. As a district we are working to meet the needs of all students and to create a safe learning environment where all students can thrive. The elementary, middle, and high schools have all committed to having therapeutic classrooms and clinicians are available to our students.

The Hartford School District uses Proficiency Based Learning to ensure a quality education for all students. To prepare students for success in college, careers and the 21st century, we need to ensure they master not only the basics, but relevant skills such as critical thinking, problem solving, and collaboration.

To achieve our ENDS Policies, the district has identified Proficiency Based Learning Outcomes which include both Transferable Skills and Content Proficiency Based Outcomes (PBLOs). The high school has made a commitment to Vermont's Act 77 that promotes learning through multiple pathways such as advanced placement testing, online learning, community based learning, internships, dual enrollment and student created projects. Dual enrollment allows our students to access two Vermont State College courses.

Flexible options in school and recreational opportunities empower students to tailor their learning experiences to individual needs and interests, fostering a sense of autonomy and motivation. This adaptability not only enhances academic performance but also promotes well-rounded development of our students.





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APPLICATION

available at
www.macnjake.com



An application for superintendent should include:

- ◆ A letter setting forth personal qualifications, experiences and reasons for interest in the position.
- ◆ A current résumé.
- ◆ A completed application form.
- ◆ Reference letters, certificates and licenses, and academic transcripts from colleges/universities indicating degree(s).

Candidates are asked not to directly contact board members. Any effort to do so may eliminate them from consideration. Names of applicants will be held in strict confidence whenever possible; however, McPherson & Jacobson complies with individual states' Freedom of Information laws. In the final process, the school board may visit the district where the candidate is employed, but will not proceed without the knowledge and consent of the candidate.

Selection Time Line

- ◆ Closing date for applications: **February 19, 2024**
- ◆ School Board selects finalists to interview: **the week of February 26th**
- ◆ Semifinalists' interviews: **the week of March 11th**
- ◆ Finalists Interviews with the School Board: **the week of March 18th**
- ◆ Selection of new Superintendent: **the week of March 25th**
- ◆ Anticipated start date: **July 1, 2024**

The Hartford School District is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email above.