

Troup Independent School District

www.troupisd.org

201 N. Carolina

Troup, TX 75789

903.842.3067

An Equal Opportunity Employer

**JOB VACANCY
SUPERINTENDENT OF SCHOOLS**

The Board of Trustees of the Troup Independent School District is searching for an exceptionally qualified administrator to lead this highly successful school district. Successful administrative experience is required. **Only the Lone Finalist will be revealed.**

APPLICATION AND INTERVIEW PROCESS

Required documents:

- ❖ **Letter of interest**
- ❖ **Up-to-date resume that includes the candidate's education, positions of employment and dates of service in each position listed chronologically**
- ❖ **List of five (5) references including names, addresses and telephone numbers that may attest to the competence of the candidate**
- ❖ **Transcripts verifying academic degrees**
- ❖ **Evidence of Texas superintendent certification requirements**

CONDITIONS OF EMPLOYMENT

Salary: Competitive and negotiable, based on experience

Benefits: Negotiable

Length of Work Year: 12 month contract

Length of Contract: 3 years

Residence Requirement: Residency in the District is preferred but not required

The timeline for filling this position is as follows:

Application Deadline: February 5, 2018 at 3:00 p.m.

Board Review of Applicants: February 5, 2018 at 5:30 p.m.

*First round interviews: February 15, 16 and 19, 2018 at 6:00 p.m.

*Second round interviews: February 26, 27 and 28, 2018 at 6:00 p.m.

Name Lone Finalist: March 5, 2018

Proposed Start Date: To be determined as agreed upon

***Interview dates subject to candidate and board flexibility**

In concert with the staff, students and the community, the Board of Trustees has identified certain characteristics and qualifications as highly desirable in a Superintendent:

1. Is a highly effective communicator with superior interpersonal skills and a proven record of maintaining effective two-way communication with all stakeholders.
2. Is a motivational leader who is attentive to staff morale, and has a proven ability in building an effective management team engaged in collaborative planning, problem solving and decision making.
3. Is able to work in partnership with the Board of Trustees, students, staff, parents and community to build a climate of candor, mutual trust and cooperation.
4. Is an effective delegator who empowers staff members to independently carry out their responsibilities while remaining knowledgeable and accountable for the district's overall progress in carrying out its mission.
5. Is a role model for students and staff who demonstrates strong moral values, high integrity and embraces community values.
6. Is knowledgeable in the areas strategic planning, curriculum, assessment, instruction, school finance and district funding.
7. Is actively engaged at school functions and committed to their success.
8. Is a professional educator with experience as a successful campus and/or central office administrator, assistant superintendent or superintendent.
9. Will be committed to Troup ISD for the long-term and demonstrates active involvement in district and community events.

Troup ISD is a Class AAA school district with an enrollment of 1085. The district is located in Troup, TX and includes two counties (Smith & Cherokee). It is approximately 20 miles south of Tyler. Region VII in Kilgore serves the district.

The district demographics are:

African American 12.4%

Hispanic 12.8%

White 70.9%

Others 4%

Economically Disadvantaged 55.1%

The Board of Trustees has requested that they not be contacted and candidates use the procedures outlined above. Please submit the required documents and your preferred contact phone number via email to: jmh@hardylaw.com

or via mail: John M. Hardy
Hardy Cook & Hardy, PC
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Tyler, TX 75703
(903) 561-8400