



LOWELL PUBLIC SCHOOLS
LOWELL, MASSACHUSETTS

SUPERINTENDENT OF SCHOOLS

The Lowell School Committee eagerly seeks qualified candidates for the position of Superintendent of Schools.

REQUIREMENTS:

1. At least ten (10) years of experience in education. It is preferred that the candidate has five (5) years of Central Office experience, i.e. Superintendent, Deputy Superintendent, Assistant Superintendent or equivalent.
2. Licensure (Certification) or qualifications to be licensed as a Superintendent of Schools in Massachusetts.
3. A minimum of a master's degree, preferably a doctorate, earned from an accredited institution of higher learning.
4. It is preferred that the candidate has experience in a urban school system with English Language Learners.
5. The candidate must have strong communication skills with the ability to communicate effectively with members of the School Committee, administrators, classroom professional, and other staff. The candidate should have knowledge of and experience in fiscal management and budgetary controls in an educational setting.
6. The candidate should have a working knowledge of collective bargaining process and experience administering collective bargaining contracts.

REPORTS TO:

Lowell School Committee, a seven-member Committee chaired by the Mayor.

EFFECTIVE DATE OF EMPLOYMENT:

July 1, 2011

TERMS OF EMPLOYMENT:

Three-year Contract

COMPENSATION:

Competitive compensation package to be negotiated

The Lowell School Committee expects to select Lowell's new Superintendent of Schools no later than April 20, 2011.

The posting of this position will be effective as of Tuesday, February 8, 2011 through March 16, 2011. Applications must be forwarded during this time frame only and no later than 4:00 p.m. on March 16, 2011.

Please submit a letter of application, resume, official transcripts, certification and other pertinent data to:

Lowell School Committee
c/o Office of Personnel and Recruitment
43 Highland Street
Lowell, Massachusetts 01852

EQUAL OPPORTUNITY EMPLOYER

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QUALIFICATIONS:

The School Committee will consider each applicant without regard to race, age, creed, color, religion, nationality, sex or marital status. In evaluating each applicant, the Committee will place much weight on the following attributes:

1. Willingness to devote his/her entire efforts to the administration of the Lowell School System.
2. Enthusiasm, creativity and willingness to devote substantial time and effort to the execution of School Committee assignments.
3. Knowledge of school finance and ability to assume responsibility for developing, preparing and implementing the annual budget.
4. Experience in governmental relations with federal, state and other governmental agencies.
5. Expertise and administrative experience concerning a wide range of issues in education, including curriculum, instruction and assessment.
6. The candidate should demonstrate experience with and knowledge of standards-based education and school-based management.
7. Experience supervising and conducting thorough evaluations of faculty and supervisory personnel, including Principals.
8. Knowledge of statutory and legal procedures in regard to collective bargaining and other administrative and judicial proceedings.
9. Knowledge of financial resources available from State, Federal and private sources.
10. Sensitivity to community needs and demonstrated ability to work with individuals from diverse backgrounds in meeting educational objectives.
11. Demonstrated ability to work with the School Committee, staff and community in developing, carrying out, and assessing annual and long-range goals for the total educational system.
12. Ability to communicate and work with the community (including the business community and City Manager's Office), staff, students, School Committee and the news media.
13. Ability to stimulate parental and student involvement in the decision-making process.