

THE TOWN OF LITCHFIELD

Historic Litchfield, Connecticut, incorporated in 1719, is located in the northwest corner of the state, 34 miles west of Hartford. Approximately 8,500 residents live in the villages of Bantam, Northfield, Milton, East Litchfield and Litchfield. Litchfield provides its residents with an exceptional quality of life. It retains a rural character, diverse economic interests, and a friendly sense of community. Located within its boundaries are The White Memorial Foundation and Conservation Center, Topsmead State Forest, and Bantam Lake. Its central business district contains shops, restaurants and a beautiful, quintessential town green. Litchfield operates under a town meeting form of government with a five member Board of Selectmen. The Litchfield Board of Education is comprised of nine members who are elected for six-year terms.

LITCHFIELD PUBLIC SCHOOLS

The Central Office is located in the Litchfield Intermediate School and is staffed by the Superintendent of Schools, Director of Business Operations, Director of Special Services, Director of Curriculum and Instruction, and the Facilities Manager. The Litchfield school district strives to provide all students with challenging and enriching educational opportunities to develop intellectually, ethically, emotionally, artistically, socially, and physically to the fullest extent possible. Total enrollment is approximately 1,240 students.

The district is comprised of four academic levels (PreK-3, 4-6, 7-8, 9-12) housed in three buildings. Center School has a current enrollment of 350 students in grades PreK-3; the Litchfield Intermediate School has an enrollment of 260 students in grades 4-6; and the Litchfield Middle School/High School has a current enrollment of 629 students.



THE LITCHFIELD BOARD OF EDUCATION

*seeks candidates for the
position of*

SUPERINTENDENT OF SCHOOLS

Applications for this position will be
accepted through

May 23, 2008

Anticipated starting date:

August 1, 2008

www.litchfieldschools.org

QUALIFICATIONS

The Litchfield Superintendent of Schools will be a person of high ethical values and principles committed to providing exceptional leadership and direction to district administrators, teachers, students and the educational community. Strong emphasis will be placed on the following characteristics and attributes:

- ◆ Capacity for creating, implementing, and monitoring strategic planning for the district
- ◆ Ability to facilitate and coordinate decision making among all stakeholders
- ◆ Knowledge of state and local curriculum, instruction, and assessment in order to articulate and support a clear vision for the district
- ◆ Excellent communication abilities in writing, speaking and listening
- ◆ Exemplary management and organizational skills
- ◆ Financial and budget preparation experience
- ◆ Literacy in technology
- ◆ Leadership with fairness, firmness, compassion, courage, and sense of humor

APPLICATION PROCESS

Candidates are requested to submit all of the following:

- ◆ A letter of intent including your educational philosophy and how it relates to your accomplishments
- ◆ A detailed resume
- ◆ A writing sample of public communication that shows clarity and fluency
- ◆ Transcripts of all undergraduate and graduate work
- ◆ Three recent references which include addresses and phone numbers
- ◆ Copy of Connecticut superintendent certification (093) or proof of eligibility

SELECTION SCHEDULE

Applications for this position will be accepted through May 23, 2008. The screening process will begin upon receipt of applications, and the Board of Education intends to make an appointment in June 2008. The starting date for the position is on or about August 1, 2008.

Materials should be submitted to:

Litchfield Public Schools
Superintendent Search Committee
c/o Superintendent's Office
P. O. Box 110
Litchfield, CT 06759-0110

THE POSITION

The Litchfield Board of Education is seeking an outstanding educational leader to serve as its Superintendent of Schools.

The Superintendent will work closely with Central Office personnel, school administrators, the Board of Education, and the Litchfield community on all matters related to the administration of the schools.

The Superintendent will have a strategic vision, a commitment to a student-centered educational philosophy, excellent communication skills, exceptional interpersonal skills, and the ability to manage resources efficiently and effectively. An impressive record of success and accomplishment as a dynamic and innovative educational leader is expected.

The salary and benefits package will be competitive with area and comparably sized school districts. Education and experience will be factors in determining total compensation.

Confidentiality will be maintained throughout the selection process.