



You have opened the application form for the

## **Superintendent**

of

## **Paris School District**

Paris, Arkansas

In order to be considered for this position, you must submit the following:

- ✓ This application form (signed with questions answered)
- ✓ A cover letter
- ✓ A résumé
- ✓ Credentials (transcripts, certification of teaching/supt. degree, letters of recommendation, etc.)

by

**Friday, February 10, 2012**

If our office has not received these materials by the date of closing, you will not be considered for this position. Application materials may be sent to:

McPherson & Jacobson, L.L.C.  
7905 L St., Suite 310  
Omaha, Nebraska 68127

or

Faxed to: (402) 991-7168

or

Emailed to: [apps@macnjake.com](mailto:apps@macnjake.com)

Name: \_\_\_\_\_ Telephone \_\_\_\_\_  
 Home Address: \_\_\_\_\_ Office: (    ) \_\_\_\_\_  
 \_\_\_\_\_ Home: (    ) \_\_\_\_\_  
 \_\_\_\_\_ Cell: (    ) \_\_\_\_\_  
 Zip Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Record of Professional Education** (in reverse chronology)

Institution	Graduation Date	Major	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Record of Professional Experience** (in reverse chronology)

Title	Dates	District	State	Enrollment	Annual Salary
_____	_____ to _____	_____	_____	_____	_____
_____	_____ to _____	_____	_____	_____	_____
_____	_____ to _____	_____	_____	_____	_____
_____	_____ to _____	_____	_____	_____	_____
_____	_____ to _____	_____	_____	_____	_____

**Give names, titles, addresses, and telephone numbers of three administrators and/or school board members familiar with your career that we may contact. This will be done confidentially.**

Name	Title	Business Phone	Home Phone	Cell Phone
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**The Board of Education has identified the following qualities for the superintendent of schools. Please respond to each of the qualities stressing your experience, strengths, and abilities in each area, limiting your responses to between 200 and 500 words for each item.**

1. A leader that understands and has experience in the application of the Arkansas Public School Finance Law and is knowledgeable in Arkansas school law
2. A leader that is skilled in public relations and has strong written and verbal communication skills that will value communication with the Board regarding relevant school information
3. A school leader that has proven record displaying strong leadership skills and displays positive approach in addressing school issues
4. A school leader that has high moral values and works diligently to strengthen the support of the community to promote the school district
5. A leader that maintains high visibility in the schools, strong supporter of the curricular/extra-curricular activities, and becomes active in the community

Do you have a Superintendent Endorsement for the state represented by the position listed on this Application Information Form? Yes \_\_\_\_ No \_\_\_\_

I certify that the information provided herein is true and complete to the best of my knowledge.

Applicant hereby waives his/her right to confidentiality with regard to his/her work record or criminal record and consents to and authorizes the release of information from current or former employers and/or law enforcement personnel upon inquiry under this application.

**If requested, we will release the names of all applicants per Arkansas' Freedom of Information Act Law. This can occur at any point during the application process.**

**My name: (choose one of the following)**

\_\_\_\_ **can** be released to the media as an applicant for this position

\_\_\_\_ **cannot** be released to the media as an applicant for this position (choosing this option will remove your name from the applicant pool for this position, if a request is received)

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

This application must be COMPLETED and RETURNED by: FEBRUARY 10, 2012

**Paris School District  
McPherson & Jacobson, L.L.C.  
Executive Recruitment and Development  
7905 L St., Suite 310  
Omaha, Nebraska 68127  
Phone: (402) 991-7031  
E-mail: [apps@macnjake.com](mailto:apps@macnjake.com)  
Fax: (402) 991-7168**

AA/EEO Employer