

QUALIFICATIONS DESIRED

- Hold a valid Texas Superintendent certification
- Has Superintendent's experience and/or successful experience as a principal or central office administrator (public school teaching experience is required)
- Strong leader with integrity, trustworthiness, honor, high moral standards and values
- Supportive of staff and listens to community concerns – is approachable and highly visible in the community and district
- Has working knowledge of state and federal mandates
- Excellent planner who manages district finances efficiently and provides a clean, safe environment for learning and working
- Encourages a progressive educational environment
- Maintains a focus on student needs

Tahoka Independent School District
P.O. Box 1230
Tahoka, TX 79373

In Pursuit of Excellence



Tahoka Bulldogs

Tahoka Independent School District

AN INVITATION TO APPLY FOR SUPERINTENDENT OF SCHOOLS

The Tahoka Independent School District Board of Trustees is accepting applications from individuals wishing to serve as the Superintendent of Schools. Tahoka ISD is a Class A school of 600 students and is located approximately 30 miles south of Lubbock in Lynn County on the South Plains. Much of Lynn County's history centers on agriculture. In addition to a rich agriculture and ranching heritage, Tahoka serves as the county seat for Lynn County and home to several service industries such as Lyntegar Electrical Cooperative and Poka Lambro Telecommunications Cooperative. Principal roads are Highway 87 (north to south) and Highway 380 (east to west)

APPLICATION PROCESS

Applicants should submit a Tahoka ISD application, a letter of interest and an up-to-date resume that includes a complete work history, educational background and list of SBEC certifications. A copy of all transcripts verifying highest degree held and a copy of relevant certifications held should be included. References listed should include addresses, job description and a daytime phone number. The application and reference forms can be downloaded from:

<http://www.tahoka.esc17.net/>

and click on employment applications.

**Application packets should be mailed to:
Tahoka ISD Board of Trustees
Attention: Gary Harrell, Interim Superintendent
P.O. Box 1230, Tahoka, Texas 79373
Faxed or e-mailed copies will not be accepted**

TIMELINE

Application Deadline	Until position is filled
Applications Reviewed by Board	December
Select Applicants to Interview	December
First Round of Interviews by Board	December
Second Round of Interviews by Board	Dec/Jan
Optional Home Visits	January, 2010
Announcement of Lone Finalist	January, 2010
Meeting to Hire Superintendent	February, 2010
Preferred Start Date	July 1, 2010 or earlier