



West Hartford Public Schools

50 South Main St., West Hartford, CT 06107 / whps.org

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An invitation to apply for the position of **Superintendent of Schools**

ANNOUNCEMENT OF VACANCY

The West Hartford Board of Education, functioning as the Executive Search Committee, seeks an outstanding educational leader for the position of Superintendent of Schools and invites qualified and interested candidates to apply. Cooperative Educational Services Executive Searches will facilitate the search on behalf of the Board of Education. The Search Committee expects the new superintendent to assume full responsibilities of the superintendency on July 1, 2023.

WEST HARTFORD PUBLIC SCHOOLS

The school district serves approximately 9,600 students in 25 schools and programs. The town's two high schools are consistently ranked among the best schools not only



in Connecticut but also in the nation. Students and faculty are regularly recognized for stellar achievements. Their excellence goes beyond the classroom, with championships and honors earned in athletics, music, and more. The district's mission is to inspire and prepare all students to realize their potential and enhance our global community, which is achieved with a strong partnership with a community dedicated to the highest educational ideals for its children. The district also benefits from the talent and

intelligence of a diverse student body, staff and community, with more than 70 languages spoken by members of the school system. The district is committed to establishing and sustaining an equitable learning environment.

ABOUT THE AREA

West Hartford is in central Connecticut and has approximately 63,200 residents. The town borders Hartford and is just minutes from the capitol city. Two universities, the University of Hartford and the University of St. Joseph, are also in the town. For recreation, there are several public and private golf courses, an indoor skating rink, indoor and outdoor pools, and a number of parks for hiking and relaxing. West Hartford Center is a destination shopping district with a number of upscale and boutique restaurants and stores. Money magazine has named West Hartford one of the top 50 places to live in the country.



CANDIDATE PROFILE

Qualified candidates, at minimum, are expected to meet the following general performance standards for a superintendent:

- Demonstrate leadership through empowering and inspiring others within the organization, by visioning, and shaping a positive and productive school and district culture;
- Work effectively with the board to formulate district policy, define mutual expectations of personnel performance, and demonstrate effective district governance to all staff, students and the community at large;
- Establish and sustain effective communications with the board, students, staff, parents, and the community as a whole, including fostering beneficial relationships with the media and responding to community feedback;
- Possess ability to gather and analyze data for decision-making and to provide recommendations to the board for effective and efficient allocation of district resources;
- Possess knowledge about and ability to promote effective teaching techniques throughout the district and to facilitate use of instructional resources to maximize student achievement for all students;
- Demonstrate skill in developing and implementing up-to-date staff performance evaluation systems and applying ethical, contractual and legal requirements for personnel selection, development, retention, promotion, and dismissal;
- Possess strong financial and managerial background;
- Demonstrate strong instructional leadership, with extensive experience in curriculum and instruction;
- Be knowledgeable about Connecticut law and reform issues;
- Understand and model appropriate value systems, ethics, and moral leadership and exhibit multicultural and ethnic acumen, coordinating with social and human services, as appropriate, to help students grow and develop;
- Provide technical assistance to the board during labor negotiations and administer negotiated labor contracts effectively while keeping abreast of legislative changes affecting the collective bargaining process;
- Maintain attention on the attainment of district goals, as adopted by the board, and report progress toward goal attainment on a regular and periodic basis.



CONTRACT PROVISIONS

West Hartford Public Schools expects to offer the successful candidate a three-year employment contract based on a compensation package commensurate with the new superintendent's qualifications, credentials, and experience. Provisions of the contract will be competitive for the region.

West Hartford Public Schools is an Equal Opportunity Employer

Completed application packets are comprised of the following:

- Cover letter outlining qualifications for position and interest in this specific position.
- Copy of updated, complete resume which includes a chronology of work history and educational background and a preferred email address and phone contact.
- Philosophies of Leadership, Instructional Leadership, and Management (no more than one page each).
- Copy of Connecticut 093 certification or evidence of eligibility.
- Copies of transcripts for all degrees held from all granting colleges/universities.
(*Finalist candidates will be required to supply official transcripts.*)
- Three signed letters of reference from current or former employers and professional contacts. (*Please limit reference letters to three letters written within the past year.*)



Application packets are due via email to Cooperative Educational Services by 2 p.m. on Dec. 1, 2022. Applications MUST be submitted as ONE PDF file and emailed to ExecutiveSearches@cestrumbull.org. Applications will be reviewed upon receipt and interviews may be conducted on a rolling basis. Applications will be accepted until a candidate is selected, but no later than the deadline above. All inquiries related to the open position should be directed to: Dr. Charles Dumais (203-365-8801 or dumais@cestrumbull.org) or David B. Erwin (860-567-0863 ext. 1138 or erwin@edadvance.org).