

QUALIFICATIONS AND DUTIES OF SUPERINTENDENT
(Job Description)

TITLE: Superintendent of Schools

QUALIFICATIONS:

The superintendent of schools shall hold a valid Colorado Teaching Certificate and it is desirable he hold a Colorado Administrative Certificate. He shall have a total of four years of experience in teaching and in the administration of schools. He shall have established himself as an educational leader in the profession.

The superintendent shall meet the following minimum educational, professional experience requirements:

1. A broad liberal arts undergraduate education.
2. Master's degree or its equivalent.
3. Graduate college credit in school administration, school finance, philosophy and history of education, supervision of teaching, curriculum construction, school plant, and guidance.
4. Two years teaching experience.
5. Two years experience as an administrator.

In addition to the above qualifications, the superintendent shall meet most of the following standards:

1. He should have the ability to work with all of the people in the community.
2. He should have vision, courage, integrity; self control and be sincerely interested in working for the improvement of the schools.
3. He should have social background that would fit him to work in the community.
4. His age and health should be such that he can work hard at providing the essential educational leadership for the community.
5. He should have a sincere desire to recognize and reward good service.

REPORTS TO: Board of Education

SUPERVISES: Directly or indirectly, all employees of the district.

JOB GOAL: To provide leadership in developing and maintaining the best possible educational programs and services.