



DON STEVENS+ ASSOCIATES

Executive Search + Consulting for Education

## NEW SUPERINTENDENT SEARCH

### SUPERINTENDENT PROFILE

#### SCHOOL DISTRICT OF WEST DE PERE

##### OVERVIEW

Your school board's decision in hiring a new Superintendent is one of the most important decision Boards of Education make. The Administrator must be matched with the goals and expectations of the board, staff, and community.

Deciding what constitutes a match is an essential step in the process for selecting a new administrator. Your Superintendent is required to perform numerous tasks, some of which are routine and others significant to the district's overall operation, goals, and needs. While "charisma", "feeling good about a candidate", and "chemistry" are important, the leadership skills necessary to carry out major district goals need to be identified.

Identifying the top priority job skills and personal characteristics is the first step in the process. These identified priority skills will be used for: (1) announcing the priority skills and characteristics for the position; (2) aiding in the screening process, and (3) determining questions for the interview process.

##### *IDENTIFYING THE TOP SKILLS AND PERSONAL CHARACTERISTICS*

Leadership is assumed to be the most important task of your Superintendent. Leadership skills are implicit to all tasks and involve vision, goal setting, affirmation of values, modeling, motivating, teaching, achieving unity and solving problems. Leadership qualifications and questions will be used throughout the process and therefore leadership is not noted below.

The personal characteristics of trust, professional credibility, integrity, and demonstration of strong personal values are similar to leadership. These characteristics are implicit in the everyday activities of your Superintendent and not noted below.

<https://www.surveymonkey.com/r/K2BG5HS> - Deadline for completion is February 8<sup>th</sup>, 2019