

## **SUPERINTENDENT OF SCHOOLS**

### Application Instructions

Thank you for your interest in providing leadership for our school district. The application process requires the submission of the following documents:

1. Application form
2. Cover letter with a detailed explanation of why the candidate is a good fit for the position
3. Resume containing a detailed summary of professional work experiences
4. List of references with contact information

Finalists for the position will be expected to provide or assist in providing the information necessary to establish:

1. Proof they either hold or are eligible to hold an Indiana license as superintendent
2. The results of a comprehensive criminal background check as required by Indiana law
3. The results of an E-verify employment eligibility verification as required by Indiana law
4. Copies of all college transcripts

The search will remain open until the position is filled. For optimal consideration, materials should be submitted by October 28, 2011. Initially, candidate's names and materials will remain confidential, but identities of finalists will be subject to public disclosure.

The Board anticipates naming a new Superintendent in January 2012 with a transition period during the spring and early summer. The successful candidate would be expected to assume fully the position of Superintendent in July 2012.

The application form can be downloaded, completed, scanned and returned as an attachment along with the other documents to the following e-mail address:

[supersearch@lsc.k12.in.us](mailto:supersearch@lsc.k12.in.us)

or the documents may be mailed to:

Lafayette School Corporation  
Attn: Superintendent Search Committee Chair  
2300 Cason Avenue  
Lafayette, Indiana 47904

Inquiries about the status of your application or the search can be directed to the e-mail address listed above.