



## HUMPHREYS COUNTY SCHOOL DISTRICT INTERIM SUPERINTENDENT (EMPLOYMENT OPPORTUNITY)

The State Board of Education (SBE), through the Mississippi Department of Education (MDE) is seeking an Interim Superintendent to oversee the administration, management, and operations for the Humphreys County School District. Humphreys County has been part of the Mississippi Achievement School District since April 2019. Pursuant to Miss. Code Ann. § 37-17-6.1, the Humphreys County School District will transition into an independent District of Transformation under the oversight of the SBE, MDE, and the Office of School and District Transformation.

The annual salary for this 12-month position is \$145,000-165,000 with benefits commensurate with experience.

The Interim Superintendent will serve as the Chief Executive Officer of the school district, providing visionary leadership to ensure the success of all students. Responsibilities include implementing and managing policies of the district, overseeing the development and execution of academic programs, and managing district operations, including budgeting, personnel, and facilities. The Interim Superintendent fosters strong relationships with stakeholders, including students, staff, parents, and the community, to promote collaboration and transparency. Additionally, the Interim Superintendent ensures compliance with state and federal education regulations and leads efforts to achieve the district's mission, vision, and strategic goals. This role requires a dynamic leader with a proven track record of driving educational excellence and operational efficiency.

### **Job responsibilities and functions include, but are not limited to:**

- Providing strategic leadership to guide the district in achieving its mission, vision, and goals.
- Overseeing the development, implementation, and evaluation of academic programs to improve student achievement.
- Developing partnerships with civic/community organizations, business/industry, government entities, and other stakeholders.
- Utilizing their experience in school budget review, planning, forecasting, and implementation/evaluation.
- Developing and managing the district's budget to ensure fiscal responsibility and alignment with educational priorities.
- Ensuring adherence to state and federal regulations, as well as local policies and procedures.
- Recruiting, hiring, supporting, and evaluating district leadership and staff to build a high-performing team.
- Utilizing their experience in providing innovation and creating initiatives or solutions for students with disabilities.
- Analyzing data to inform decisions and strategies that improve student outcomes and operational efficiency.
- Conducting needs assessments, long- and short-range planning, ensuring policy oversight, overseeing personnel processes, staff assignments, and providing supervision of work and staff.



- Maintaining buildings and facilities to provide programs that promote safety, maximize educational utility, and comply with governmental regulations.
- Communicating effectively with a variety of stakeholders using strong interpersonal skills.
- Serving as the district’s primary spokesperson, effectively communicating with internal and external stakeholders.
- Leading the district in effectively managing emergencies and ensuring the safety and security of students and staff.
- Ensuring the coordination and monitoring of services provided by internal and external providers, and MDE support staff.
- Reporting regularly to the Chief of School and District Transformation and/or the State Board of Education, when requested.

**MINIMUM EXPERIENCE/ EDUCATIONAL REQUIREMENTS:**

- Master’s degree from an accredited four-year college or university.
- Five (5) years of experience in Educational Administration.
- Valid class “AA” Mississippi certification/license in School Administration (486).
- Superintendent qualifications as referenced in Miss. Code Ann.§ 37-9-13.

To apply for the Interim Superintendent position, please submit the following items as **ONE (1) PDF file in the order listed below** to the following email address:

[hcsuperintendentsearch2025@mdek12.org](mailto:hcsuperintendentsearch2025@mdek12.org).

- 1.letter of interest
- 2.employment application
- 3.three (3) signed letters of recommendation
- 4.curriculum vitae/resume

**Deadline: Friday, February 28th, 2025 @ 11:59p CST**

