



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

JOB DESCRIPTION

POSITION TITLE:	Superintendent of Schools
CONTRACT YEAR:	As established with The School Board of Broward County
SALARY BAND:	Contract as established with The School Board of Broward County
BARGAINING UNIT:	

PREFERRED QUALIFICATIONS

EDUCATION: An earned master's degree or higher from an accredited institution, doctorate preferred.

EXPERIENCE: Minimum of ten (10) years experience in senior-level administration in education, preferably including:

1. Three (3) years of experience as a Superintendent, Associate Superintendent, Area Superintendent, Assistant Superintendent or comparable position with extensive executive experience in one or more of the following areas:
 - a. education leadership
 - b. business administration, including finance, facilities and technology
 - c. personnel, or positions with comparable experience and responsibilities
2. Experience as a classroom teacher, principal or in other supervisory positions.
3. Evidence of a stable employment history with increasing responsibilities with a proven success record.

SPECIAL QUALIFICATIONS

PREFERRED: Successful experience in an urban/suburban, multi-racial, multi-ethnic and diverse socioeconomic population; experience in, and demonstrated understanding of, the

collective bargaining process and effective employee relations; philosophy of decentralization; demonstrated administrative abilities that show vision and leadership, a high level of cognitive skills, analysis and decisiveness, organization, high internal work standards, the ability to delegate authority and responsibility and hold subordinates accountable, and the ability to establish and accomplish goals; personal characteristics that demonstrate the ability to communicate well, work effectively under pressure, ability to develop the school board as a team, maintain integrity and credibility, and motivate and inspire others; encouragement of professional development of staff, and knowledge of national trends in the area of participatory decision making to meet the

challenges of planning, implementing, and evaluating new approaches to the solution of educational problems; ability to involve all segments of the community to build support and confidence in the public schools; and experience with and interest in working cooperatively with all governmental agencies. Computer skills as required for the position. Bilingual skills preferred.

OR

MINIMUM QUALIFICATIONS

EDUCATION:

An earned master's degree or higher from an accredited institution, doctorate preferred.

EXPERIENCE:

Minimum of ten (10) years experience in a multi-faceted business environment with progressively increasing responsibilities, preferably including:

1. Three (3) years as a Chief Operating Officer, Chief Financial Officer or Chief Executive Officer with extensive experience in one or more of the following areas:
 - a. purchasing and servicing governmental agencies
 - b. creating and implementing partnerships with public/private sector institutions, corporations, or foundations
 - c. personnel, or positions with comparable experience and responsibilities
 - d. business administration, including finance, facilities and technology

SPECIAL QUALIFICATIONS**PREFERRED:**

Successful experience in an urban/suburban, multi-racial, multi-ethnic and diverse socioeconomic population experience in, and demonstrated understanding of, the collective bargaining process and effective employee relations; philosophy of decentralization; demonstrated administrative abilities that show vision and leadership, a high level of cognitive skills, analysis and decisiveness, organization, high internal work standards, the ability to delegate authority and responsibility and hold subordinates accountable, and the ability to establish and accomplish goals; personal characteristics that demonstrate the ability to communicate well, work effectively under pressure, ability to develop the school board as a team, maintain integrity and credibility, and motivate and inspire others; encouragement of professional development of staff, and knowledge of national trends in the area of participatory decision making to meet the challenges of planning, implementing, and evaluating new approaches to the solution of educational problem; ability to involve all segments of the community to build support and confidence in the public schools; and experience with and interest in working cooperatively with all governmental agencies. Computer skills as required for the position. Bilingual skills preferred.

REPORTS TO:

The School Board of Broward County

SUPERVISES:

All employees in the Broward County School District

POSITION GOAL:

To develop, establish, and maintain a program and environment for the delivery of quality education which will enable students to become self-sufficient, productive and contributing individuals in our society. To manage the school district in a cost effective manner which provides maximum return on money invested and protects all invested capital. To conduct all operations in a manner that fulfills the mission statement of the district.

ACCOUNTABILITY PROCEDURES:

The School Board of Broward County will evaluate the effectiveness of the Superintendent of Schools in achieving the educational and operational goals of the District.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

The Superintendent shall be the Secretary and Executive Officer of the School Board and shall exercise all powers and perform all duties relating to the school system as provided by State Statutes as amended, Rules of the State Board of Education as amended, the Commissioner of Education, and School Board Policy as amended.

PUBLIC RECORDS EXEMPTION:

Positions assigned to this job description are public records exempt according to provisions of FL§119.071.

Board Approved: 11/17/88 &
Adopted: 1/17/89
Board Approved: 10/26/93 &
Adopted: 12/7/93
Revised: 5/25/99
Approved as Amended: 6/25/99
Board Adopted: 12/16/03
Revised: 5/19/06