



HAYWOOD COUNTY SCHOOLS

SUPERINTENDENT APPLICATION

Directions:

- Complete the application in full (type or print).
- Application must be received by 5:00pm on May 14th, 2018.
- Applications may be mailed or emailed.
- All applications must be filled out completely. Please attach a current resume. Applicants should enclose a written statement stating why they desire this position. Address any educational issues, personal factors, or other information you believe relevant to the board in assessing your qualifications for the position of Superintendent. The statement should be no longer than one page typed, 12 point font, single spaced.
- If a final candidate, you will be asked to submit an enlarged photocopy of your valid driver's license as well as executed release forms for a background and credit check.

For additional information or to submit your application, contact:

Patrick U. Smathers
Smathers & Smathers
118 Main Street; Suite B
Canton, NC 28716
patsmathers@smatherslaw.com
(828)648-8240

NOTE: Applicant must hold or be eligible for a North Carolina Superintendent Certificate and at least 3 years of Associate Superintendent or equivalent, or higher, level of experience preferred, but not required

Applicant Information

Full Name:

Last First Middle/Maiden

Present (Home)

Address:

Street Address Apartment/Unit #

City State ZIP Code

Phone:

() _____ Email: _____

Present (Office)

Address:

Street Address Apartment/Unit #

City State ZIP Code

Education History

Institution

Degree

Date Completed

Doctorate:

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Masters:

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Bachelors:

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Certification(s):

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Current Employment

Present Employer: _____

Address: _____
Street Address *Suite/Unit #*

City *State* *ZIP Code*

Phone: () _____

Title/Position: _____

Years in Position: _____

Do you have or are you eligible for a North Carolina Superintendent's Certificate? Yes No

Do you have any objections to your present or previous employers being contacted for reference purposes?

Yes No If yes, please explain: _____

Previous Employment History

Beginning with your most recent employment other than current, list full-time employment history, both within and outside the field of education. You may attach additional pages if necessary.

Position: _____
Institution: _____
Address: _____
Telephone: _____ Name of Supervisor: _____
Unit Size: _____ Number of Employees Supervised: _____
Dates of Employment: _____
Reason for Leaving: _____

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Telephone: _____ Name of Supervisor: _____
Unit Size: _____ Number of Employees Supervised: _____
Dates of Employment: _____
Reason for Leaving: _____

Community Involvement

List current and former activities and leadership positions. Attach supplement, if necessary.

Professional Activities

Please list any publications, research projects, leadership positions, etc. Attach supplement, if necessary.

Major Career Accomplishments

Please list any fellowships, scholarships, special studies, honors, leadership roles, etc. Attach supplement, if necessary.

References

Please attach your references including no less than four individuals including at least one recent employer/supervisor, one community leader, and two fellow educators who are familiar with your work record. Please do not include relatives.

Additional Information

Attach Resume and Written Statement, per Directions.

IF YOUR ANSWER IS YES TO ANY OF THE FOLLOWING, PLEASE ATTACH A DETAILED EXPLANATION.

- 1. Do you object to a pre-employment and subsequent physical examination? Yes No
- 2. Do you have any objection to a request for your credit rating? Yes No
- 3. Have you ever been convicted or charged with a violation of any criminal, federal, state, county, or municipal law, regulation or ordinance; including Driving Under the Influence/Driving While Intoxicated charge? Include charges which were dismissed or you were found not guilty? Yes No
- 4. In regard to professional employment, have you ever been terminated, had your contract non-renewed, or have been asked to resign? Yes No
- 5. Please list any aliases you may have used in the past including any aliases used on social media:

Upon request, I will authorize the Haywood County School Board of Education, its agents and employees to make any investigation of my personal, financial or employment history, expressly including but not limited to federal and/or state, criminal, law enforcement or traffic records. I further authorize any former employer, person, firm, corporation, credit agency, administrative body or governmental agency to give to the Haywood County Board of Education, its agents or employees any information they may have regarding me. In consideration of the review of my employment application by the Haywood County Board of Education, I hereby release Haywood County Board of Education, its agents and employees, attorneys, Patrick U. Smathers, P.A., and any and all providers of information to whom this is sent from any liability as a result of furnishing or receiving this information.

I certify that I have fully read this application and that all answers to questions herein are true and complete to the best of my knowledge. I authorize you to investigate all references as I have provided and to secure additional information if necessary.

_____ Date

_____ Signature