

Application Procedures

Applications will be held strictly confidential. Each applicant is requested to follow the procedures listed below. Those applicants wishing additional information should contact the Board adviser,

Laura D. Alvarenga Ed. D., at 650-877-0642. Any contact with board members in an attempt to influence the selection process will be considered a breach of professional ethics and result in the applicant's removal from the process.

Applications must be submitted **on-line** to:

DLAssoc.com

San Benito High School District

Laura Alvarenga Ed. D., Adviser

Dave Long & Associates, Executive Search Services
636 Loretta Drive, Laguna Beach, Ca. 92651

All applicants must provide the following items by the closing date, **Friday, February 7, 2014 (5:00 p.m.)** to be considered.

- A completed Application Information Form. Please complete as instructed, and do not complete by stating "see attached resume". The Application Information Form and brochure may be completed via Dave Long & Associates web page at DLAssoc.com.
- A personal letter of application stating reasons for interest in the San Benito High School District superintendent position
- A resume providing biographical background information about educational preparation, experience, and achievements
- A placement file and/or five (5) **current** letters of professional references describing the applicant's performance in previously held positions

It is the applicant's responsibility to submit placement papers or reference letters on-line by the **Friday, February 7, 2014 (5:00 p.m.)** deadline.

Selection Procedure

The qualifications of each applicant will be evaluated by the adviser. The Board and the Adviser will use the described criteria during the screening, interviewing and final decision-making process. The board will select and interview the top candidates.

The Board will then select and invite candidates for the final interviews, conduct the interviews and select the superintendent. Travel expenses for those candidates selected for the initial interview will be the responsibility of the candidate.

Salary Contract Terms

The San Benito High School District Board of Education will offer a multi-year contract of employment with a salary that is competitive and negotiable based on the qualifications and experience of the successful candidate, plus fringe benefits.

It is the candidate's responsibility to provide the district with employment eligibility and verification of citizenship in compliance with the Immigration Reform and Control Act. The finalist will also be required to provide the district with certified transcripts that verify attainment of academic degrees and proof of appropriate credentials.

Board of Education

	Term Expires
Evelyn Muro, President	2016
William Tiffany	2014
Mary Encinias	2014
Ray Rodriguez	2016
Steve Delay	2014

Applications Close

Friday, February 7, 2014 (5:00 p.m.)

Interviews are tentatively scheduled for February 28 and March 1, 2014.



Executive Search Services

SAN BENITO

High School District

is seeking a

SUPERINTENDENT



San Benito County, CA

The Position

The Governing Board of the San Benito High School District invites applications for the position of Superintendent. The individual must have successful experience working with a diverse population and improving the academic achievement of high school students. The new superintendent must be articulate and a team builder, capable of organizing and managing all facets of the school district. The individual must be an excellent communicator who is a good listener, gathers input, and is courageous in making difficult decisions that are in the best interest of the students. The successful candidate will be a strong instructional leader who is intent on maintaining and improving the academic and behavioral standards for all students. This person will also embrace and demonstrate a collaborative, inclusive leadership style.

The District

Officially organized in 1875, San Benito High School had 110 students. In 1910 a fire destroyed the main building. Over the years, the District has added 34 acres, 60 additional classrooms, an additional gymnasium, 4,000 square foot additional library space. In 2004-05 a new campus was added with 28 classrooms, a snack bar and an administrative building. San Benito High School District is located in Hollister, California, and serves most of San Benito County. Enrollment is approximately 2950. A staff of 9 administrators, 125 certificated and 115 classified employees enjoy a close working relationship with a common goal of providing superior educational opportunities for all students. The District is committed to systematic staff development and to implementing effective instructional practices, facilities upkeep, as well as computer technology. Long range facilities planning are of prime importance.

The Community

Hollister, the county seat of San Benito County, has a population of approximately 35,000. Hollister is situated 42 miles southeast of San Jose, 46 miles northeast of Monterey, 91 miles south of San Francisco and 313 miles north of Los Angeles. Nestled between the Santa Cruz and Diablo Mountain Ranges, the average annual temperatures range from 44 to 72 degrees with 13 inches of rainfall. Although primarily an agricultural community, a large and increasing proportion of Hollister residents commute to the San Jose/Silicon Valley area. Within easy travel distance to major metropolitan areas and to the California coast, San Benito County offers a variety of recreational opportunities. Pinnacles National Monument, Fremont Peak State Park, San Justo Reservoir, and the historic mission city of San Juan Bautista are just a few of the many places to visit in San Benito County. Outdoor enthusiasts can enjoy golfing, hunting, fishing, camping, hiking, and horseback riding.

Selection Criteria

The following criteria represent standards to be used in the evaluation of applications and in the selection of the superintendent.

Professional Experience and Preparation

- Experience as a superintendent or administrator at the high school level (desired/required)
- Have a variety of educational experiences at the high school level.
- Master's degree/doctorate (desired/required)

Personal Characteristics

- An assertive leader and problem solver, able to make difficult decisions in a timely manner, to monitor results, and get things done.
- Sets clear expectations for self and staff; insists on evaluation of performance at all levels.
- A team builder with a talent for building staff morale and eliciting high performance.
- Appreciates, acknowledges, and celebrates contributions and achievements of staff and community towards the mission and goals of the district.
- A good listener who demonstrates respect for students, staff, board, parents and members of the community.
- Demonstrated ability to create a district climate of inclusion, cooperation, and collaboration.
- Excellent communication skills, both, oral and written, and with an established record of effective communication with the board, staff, and community.

Professional Skills and Abilities

- Demonstrated fiscal expertise in oversight of the budget and budget development process.
- Understands effective governance practice and works well with the board, staff and community.
- Expertise in promoting the achievement of all students using measures of accountability.
- Understands effective practices of student assignment, support, and academic achievement of continuation schools and adult education as viable alternatives to the comprehensive high school.
- A strong curriculum leader with a dedication to educational excellence and equitable opportunities for all students.
- Experience as a classroom teacher in grades 9-12 (desirable/required)
- Successful experience in working effectively with diverse school communities.
- Knowledgeable in attracting and effectively involving parents in the education of students.

On ye Balers!