



## Information for Applicants for the Position of

### **SUPERINTENDENT TRONA JOINT UNIFIED SCHOOL DISTRICT**

#### **THE POSITION**

The Board of Education of the Trona Joint Unified School District invites highly qualified educational leaders to apply for the position of District Superintendent. The Board welcomes a diverse group of candidates.

#### **PROFESSIONAL PROFILE**

The Trona Joint Unified School District seeks a superintendent who:

- Has experience as an administrator, preferably a superintendent
- Has strong knowledge of the budget and business management
- Is knowledgeable in negotiations and collective bargaining
- Will be able to write grants to bring revenue to Trona
- Will make sure that teachers and staff know the policies, regulations and changing laws
- Has expertise in special education
- Will always put students first and has a track record of growing academic achievement for students
- Has experience in California
- Has worked with low-income and transient families
- Is a leader with strong human relations skills
- Is a leader who wants to communicate frequently with teachers and staff
- Will be able to communicate well with parents and get them involved
- Is a team builder, able to create a cohesive team and is open to teacher opinion
- Is accessible with a collaborative leadership style
- Has the ability to work in a small school district and wear many hats
- Knows that with difficulty finding teachers, he/she may need to do substitute teaching
- Is strong in technology, 21st century learning for students and teachers
- Will live close enough to be highly involved in school activities and be visible
- Will take the time to know the community and the staff and the Trona culture
- Is aware that the new school will take a lot of organizing and leading

#### **PERSONAL PROFILE**

The Trona Joint Unified School District seeks a superintendent who:

- Is direct and tells things as they are
- Is honest and ethical with the highest level of integrity
- Is strong-willed
- Has a great deal of common sense
- Is approachable
- Works well with all staff, with an equity lens, treating all with dignity and respect
- Is not coming here to gain more experience and then leave us for a better job
- Is knowledgeable and open to Career Technical Education (CTE)

#### **DESIRED EDUCATION/EXPERIENCE (PREFERRED)**

- Master's degree or higher with a record of continuous learning (Doctorate preferable)
- An educator with K-12 experience in California
- A strong fiscal background and understanding of the budget
- A record of focusing on students and improving achievement in a diverse community
- Experience as a teacher, principal and at least five years' experience as a central office administrator. Bilingual candidates are invited to apply

#### **SELECTION PROCESS**

The Board of Education has retained Consultant Richard Thome Chavez of Leadership Associates to recruit qualified candidates. The consultant will screen applications and recommend candidates to the Board for interviews and further consideration. The Board will have the opportunity to review all applications submitted. Any contact with board members, in an attempt to influence the selection process, will be considered a

breach of professional ethics. Finalists will have an opportunity to familiarize themselves with the community and schools. Board members reserve the right to visit the District and communities of a candidate prior to a final decision.

## **SALARY AND CONTRACT**

The salary will be competitive and based upon qualifications and experience. This approximate salary range is \$175,561 - \$189,887

## **APPLICATION REQUIREMENTS**

To be considered, the candidate must provide:

- A letter of introduction
- A fully completed application form
- A resume
- Three current letters of recommendation (within the past twelve months)
- Verification of degrees and credentials (finalists only)

*All materials will be acknowledged and treated confidentially*

## **THE DISTRICT AND COMMUNITY**

The Trona Joint Unified School District (TJUSD) is a small, rural school district in the upper Northwest corner of San Bernardino County. The geographic border encompasses two Southern California counties (San Bernardino and Inyo) and covers nearly 1,600 square miles. The small unincorporated town of Trona has nearly 2,000 residents. Trona High School and Trona Elementary School have approximately 270 students in Transitional Kindergarten through 12th grade. The main industry in town is Searles Valley Minerals Incorporated. The current company is an extension of a series of companies that have been in operation for over 100 years in Searles Valley. As the number of employees decreased, so did the number of students in Trona schools. Trona Joint Unified School District is the second largest employer in town. Many of the current residents of Trona have attended Trona schools. There is a strong sense of pride for Trona schools in the community.

## **THE BOARD OF EDUCATION**

Priscilla Benadom, President  
Sandy Sprouse, Clerk  
Samantha McClean, Member  
Cathy Heseman, Member  
Skylar McCullar, Member

*The Trona Joint Unified School District is an equal opportunity employer.*

## **APPLICATION PROCESS AND DEADLINE**

To request application materials for the Trona Joint Unified School District Superintendent position, please visit <http://www.leadershipassociates.org/active-searches/> and select the listing for this position.

**Applications must be completed and returned via email by 5:00 P.M. on December 29, 2023.**

**Consultant: Richard Thome Chavez**

### **Leadership Associates**

449 W. Foothill Blvd., #427  
Glendora, CA 91741  
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