INFORMATION FOR APPLICANTS FOR THE POSITION OF SUPERINTENDENT
TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM

THE POSITION

The Governing Board is seeking a Superintendent to provide leadership in operating the educational programs offered by Tri-Cities Regional Occupational Program. The Superintendent is an integral part of the educational community who carries forward the commitment to provide quality career-technical education training and services. Well-qualified candidates with proven records as strong educational leaders with experience in career and technical education programs and budgeting skills are encouraged to apply.

PROFESSIONAL PROFILE

Tri-Cities ROP seeks a superintendent who:

- Has demonstrated experience in career technical education (CTE) and a strong commitment to preparing students for college, careers, and future opportunities.
- Possesses a thorough understanding of K–12 education and the ability to establish and maintain collaborative relationships with administrators from participating school districts.
- Demonstrates the ability to anticipate and analyze complex issues and provide clear, well-informed recommendations to the Governing Board based on sound educational and fiscal considerations.
- Possesses strong fiscal management skills and the ability to ensure the long-term financial stability and sustainability of the organization.
- Demonstrates knowledge of fiscal management for CTE grants, including CTEIG and K-12 SWP, with an understanding of budget development, allowable expenditures, fiscal reporting, and grant compliance requirements.
- Understands the effective utilization of facilities and resources and can build collaborative partnerships with community colleges.
- Is flexible, highly visible, and actively engaged in building strong relationships with business and industry leaders, high school personnel, and community partners.
- Demonstrates the ability to identify, understand, and effectively communicate the community's career technical education needs and advocate for programs that address those needs.
- Is an inspirational and collaborative leader who empowers and motivates others, delegates effectively, and meaningfully involves staff and participating districts in the decision-making process.
- Demonstrates the highest standards of integrity, honesty, professionalism, and ethical leadership, earning the trust and respect of the Governing Board, staff, participating districts, and community.

PERSONAL PROFILE

Tri-Cities ROP seeks a superintendent who:

- Demonstrates a genuine commitment to understanding the needs of others and fostering a culture of mutual respect.
- Is an active listener with strong interpersonal and public relations skills; maintains a visible and engaged presence in ROP programs, partner school districts, and the broader community; understands and values the organization's culture; and inspires confidence and trust.
- Is a decisive, proactive leader and effective problem-solver who gathers relevant information, makes difficult decisions in a timely manner, and follows through to achieve positive results.
- Has strong communication skills and communicates clearly, effectively, and transparently with staff, students, governing board members, partner districts, and community stakeholders.

PROFESSIONAL PREPARATION

- Experience as a CTE teacher in a high school classroom.
- Successful experience in a significant district-level position which resulted in a demonstrated ability to work closely with a Governing Board and the ability to deal effectively with the challenges that exist in leading a responsive educational organization.
- A combination of training and experience demonstrating the knowledge, skills, and abilities needed to successfully implement high-quality CTE instructional programs that lead to industry certification and/or postsecondary opportunities through articulation or dual enrollment is highly desirable.
- A California Administrative Credential
- Master's Degree

SELECTION PROCESS

The Governing Board has retained Consultant David Verdugo, Ed.D. 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. The Board reserves the right to conduct a site visit of a candidate prior to making a final selection decision.

SALARY

The salary will be competitive and based upon qualifications and experience. The approximate salary range is $235,000 to $245,000.

APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A fully completed application form
- A letter of application
- A resume
- Three letters of recommendation
- Verification of degrees and credentials (finalists only)

All materials will be acknowledged and treated confidentially

THE ORGANIZATION

Tri-Cities Regional Occupational Program is a Joint Powers Agency serving the El Rancho Unified and the Whittier Union High School Districts. The service area includes the communities of Pico Rivera, Santa Fe Springs, and Whittier. The program offers classroom instruction at ROP sites and six local high schools. In addition, the program offers work-based learning at community locations.

Tri-Cities Regional Occupational Program is a public school committed to providing a diverse high school and adult population with quality, relevant career-technical education programs and services. Practical career pathways such as Construction, Public Service, Health Science and Medical Technology, Information and Communication Technology, and Arts, Media & Entertainment courses cover a wide range of career-technical education. The extensive course offerings are inclusive of introductory, entry-level, advanced, and skill upgrading reflecting the program's commitment to providing all students with access to career preparation and lifelong learning opportunities. All courses incorporate essential employability skills and conform to academic and career technical education standards.

THE BOARD OF EDUCATION

Jaime Lopez, President
Irma Rodriguez Moisa, Vice President
Hector Lafarga, Jr. Clerk
Esther Mejia, Member
Lilia Bozigian, Member

Tri-Cities ROP *is an equal opportunity employer.*

APPLICATION PROCESS AND DEADLINE

To request application materials for the Tri-Cities ROP Superintendent position, please visit http://leadershipassociates.org/active-searches/ and select the listing for this position.

Applications must be completed and returned via email by 12:00 p.m. (noon) on November 23, 2026.

Consultant: David Verdugo, Ed.D.

Leadership Associates
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For general Information, contact:
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