

**ANNOUNCEMENT OF VACANCY  
SUPERINTENDENT OF EDUCATION**

**Lee County Schools  
Opelika, Alabama**

---

The Lee County Board of Education seeks an outstanding educational leader to serve as superintendent beginning January 1, 2024.

**Job Title:** Superintendent of Lee County Schools

**Job Description:** The Superintendent serves as the chief executive officer of the Lee County Board of Education. The Superintendent's duties include those prescribed for superintendents under the Alabama Code (§16-9-1, *et seq.*) and corresponding requirements and regulations established by the Alabama State Board of Education and the Lee County Board of Education. The Superintendent is responsible for implementation of Board policies and its approved goals and objectives. The Superintendent oversees and directs the effective operation of the District, including the general administration of all instructional, business, and other functions. The Superintendent advises and makes recommendations to the Board of Education respecting such activities, including policies and procedures deemed appropriate to the attainment of District goals and legal compliance. The Superintendent provides effective leadership for the District and maintains clear and consistent lines of communication with the Board, central office and school leadership teams, all District employees, parents, students, media and other stakeholders.

**Required  
Qualifications:**

- General fitness and character appropriate to the position;
- Master's degree from a recognized four-year college or university;
- Certification in administration and recognized ability as a school administrator;
- A minimum of five years' successful experience in and general knowledge of public school administration;
- Such other minimum qualifications as may be established by statute or the State Board of Education;
- The applicant must be able to begin employment no later than January 1, 2024.

**Preferred  
Qualifications:**

- Doctorate degree from a recognized college or university program.
- Experience as a Superintendent, Assistant Superintendent, and/or secondary school level principal.

**Other Traits:** The Board is seeking a leader with strong interpersonal, organizational and leadership skills to manage the system effectively and efficiently. The successful candidate will be required to reside in Lee County, Alabama. K-12 school-age children of the Superintendent are expected to attend Lee County Schools, absent extenuating circumstances. Other desired traits include:

- Maintain, develop and implement diverse educational opportunities, built an academic fundamental, for all students;
- Develop and document a strategic plan for 1) student achievement at all grade levels, 2) staffing and 3) safety, technology and facilities;
- Maintain and manage a team and operational cadence for day-to-day instruction, extra-curricular and support functions;
- Develop and maintain a high performing leadership team with cognizance of succession planning;
- Define a hierarchical organizational structure, communicate that structure to the whole team and delegate effectively;
- Demonstrated financial management skills and experience;
- Communicate effectively with students, parents, the community, the board, city and county governments, elected officials, media, fellow educational leaders and other stakeholders of Lee County Schools;
- Promote the district and encourage engagement;
- Good character, high moral standing, and personal integrity;

**Salary Range:** The salary range for the position is \$175,000 - \$225,000, plus benefits. Salary is negotiable based on the successful candidate's educational attainment, experience and proven track record of success.

**Application**

**Information:** The applicant is requested to print, sign and submit an application on the approved form (available at [www.lee.k12.al.us](http://www.lee.k12.al.us) with a cover letter, resume, and at

least four professional references by e-mail to:  
[LeeCOSuperintendent@LanierFord.com](mailto:LeeCOSuperintendent@LanierFord.com)

or by mail to:

**Lee County Superintendent Search  
c/o Lanier Ford  
2101 West Clinton Ave., Suite 102  
Huntsville, Alabama 35805**

**In addition, a verified transcript from the institution that granted the applicant's highest degree must be requested by the applicant and sent directly by regular mail or by e-mail to:**  
[LeeCOSuperintendent@LanierFord.com](mailto:LeeCOSuperintendent@LanierFord.com)

For additional information, please contact Woody Sanderson at (256) 535-1100, or  
[WWS@LanierFord.com](mailto:WWS@LanierFord.com).

**DEADLINE FOR APPLYING: ALL APPLICATIONS FOR THE POSITION MUST BE RECEIVED IN THE OFFICE OF LANIER FORD BY THE CLOSE OF BUSINESS 5 P.M. CENTRAL DAYLIGHT TIME ON SEPTEMBER 30, 2023. APPLICANTS ARE *STRONGLY* URGED TO PERSONALLY VERIFY TIMELY SUBMISSION OF THEIR APPLICATION MATERIALS.**

**Posting of Notice:** This notice is made, published and posted all in accordance with Section 16-9-12, *Code of Alabama, 1975*, and Section 16-22-15, *Code of Alabama, 1975*. This notice shall be posted at and in a conspicuous place by the Principal of each of the school campuses of the District, in all District worksites, and at the Central Office of the Board of Education located at 2410 Society Hill Road, Opelika, AL at least thirty (30) calendar days before the position is to be filled. The Lee County Board of Education is an equal opportunity employer.

**Timeline:** The Board of Education has established an anticipated timeline for the search to fill the Superintendent position. The timeline is attached to this notice and also may be found at [www.lee.k12.al.us](http://www.lee.k12.al.us).

## **TIMELINE FOR LEE COUNTY SUPERINTENDENT SEARCH**

August 8, 2023

- Board approves Notice of Vacancy

By August 15, 2023

- Vacancy Notice is posted

August 15 through September 30, 2023

- Applications received by Board Attorney
- Establish Board-preferred Interview procedure and questions

September 30, 2023

- Deadline for receipt of all applications

October 1 through October 31, 2023

- Field of applicants narrowed to finalists
- Finalists Announced by Board

November 6-10, 2023

- Interviews

November 14, 2023

- Superintendent Appointed at Board of Education meeting

### **Background Check Required:**

A background investigation is required for consideration for this position. These investigations may include, but are not limited to, an analysis of public and private documents, contact with former employers and verification of employment, education and credentialing, information from background check providers, contact with professional references, and other pertinent information. Your signature on the application is authorization for Lee County Schools, its legal counsel, and his agent, The MOSES GROUP, LLC to conduct a background investigation as described above including a credit history report. Your signature on the application is your acknowledgment that information revealed from the background investigation may be used for determining eligibility and qualification for pre-employment consideration and for continued employment, if hired. Any information gathered will be provided to Applicant by Lanier Ford upon written request in accordance with the Fair Credit Reporting Act (FCRA).

**The Lee County Board of Education reserves the right to waive nonmaterial defects or discrepancies in applications; to verify, clarify, or obtain additional information regarding applicants, including relevant background information; and to consider qualified candidates who have not participated in the formal application process described above.**

**To learn more about Lee County Schools, visit:**

Website:

To learn more about Lee County area, visit the following websites:

[www.leeco.us](http://www.leeco.us); [www.smithsstational.gov](http://www.smithsstational.gov); [www.loachapoka-al.org](http://www.loachapoka-al.org);  
[www.auburnalabama.org](http://www.auburnalabama.org); [www.opelika-al.gov](http://www.opelika-al.gov); [www.opelikachamber.com](http://www.opelikachamber.com);  
[www.auburnchamber.com](http://www.auburnchamber.com); [www.aotourism.com](http://www.aotourism.com)