



**CURRENT SCHOOL DISTRICT INFORMATION**

Are you presently under contract to a school system? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, when does your contract expire? \_\_\_\_\_

Name of system \_\_\_\_\_ State \_\_\_\_\_

Position \_\_\_\_\_

**CERTIFICATION INFORMATION**

Are you currently certified as a Superintendent of Schools in Maine?  
Yes \_\_\_\_\_ (expiration date: \_\_/\_\_/\_\_) No \_\_\_\_\_

OR

Are you eligible to be certified as a Superintendent of Schools in Maine? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you presently certified as a Superintendent of Schools in another state?  
If yes, in what state(s)? \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

*NOTE: Candidates who do not hold the Maine Superintendent Certificate (010) should contact the Maine Department of Education, Division of Certification and Placement, 23 State House Station, Augusta, Maine 04333; Tel. (207) 624-6603.*

**ACADEMIC AND PROFESSIONAL TRAINING**

Colleges/Universities Attended	Location	Degree	Number of Years Completed

Please have copies of your college/university transcripts and any other credentials on file sent to the Search Consultant at the address on this application.

**MEMBERSHIPS IN PROFESSIONAL ORGANIZATIONS**

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**PROFESSIONAL EXPERIENCE** (Please list, beginning with your current or most recent experience.)

Number Years	Dates From/To	Position/Responsibilities	School System
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**OTHER RELEVANT WORK EXPERIENCE AND ACHIEVEMENTS**

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**CIVIC AND COMMUNITY INVOLVEMENT**

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**PERSONAL STATEMENT(S)** - As a means of learning more about you, the Committee requests that you respond to the question(s) below. Please answer the question(s) directly and cite examples to support your position(s). Each/Your response should be limited to one page.

1. Please describe the method you would use to develop and manage a municipal school budget?
2. Please describe your interpersonal communication and problem-solving skills.
3. What factors do you consider when making a difficult decision without having all the necessary information available?

**REFERENCES** - Please list the names of the people providing the three current letters of reference requested with this application and indicate by number which of them best know: (1) your ability as an administrator; (2) your personal qualities and character traits; or (3) your scholastic or other attainments.

#	Name	Position	Address	Phone

**OTHER INFORMATION** - The Millinocket School Committee is committed to conducting a thorough screening of applicants for all positions and requires the completion of the following questions of all candidates.

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes\_\_\_ No\_\_\_

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes\_\_\_ No\_\_\_

Has your contract in a prior position ever been non-renewed? Yes\_\_\_ No\_\_\_

Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved? Yes\_\_\_ No\_\_\_

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes\_\_\_ No\_\_\_

Have you ever been convicted of a crime (other than a minor traffic offense)? Yes\_\_\_ No\_\_\_

Have you ever entered a plea of guilty or “no contest” (nolo contendere) to any crime (other than a minor traffic offense)? Yes\_\_\_ No\_\_\_

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes\_\_\_ No\_\_\_

Has any court ever deferred, filed, or dismissed proceedings without a finding of guilty and required that you pay a fine, penalty or court costs, and/or imposed a requirement as to your behavior or conduct for a period of time in connection with any crime (other than a minor traffic offense)? Yes\_\_\_ No\_\_\_

If you have answered YES to any of the previous questions, provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local, or federal agency. I further authorize those persons, agencies, or entities that the Millinocket School Committee contacts in connection with my employment application to fully provide the Millinocket School Committee any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Millinocket School Committee, its agents and officials, or against any provider of such information.

I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee, which may include Committee members, administrators, other staff, and members of the community. I give my consent to this disclosure.

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Date

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Signature

NOTE: ALL APPLICATION MATERIALS BECOME THE PROPERTY OF THE MILLINOCKET SCHOOL DEPARTMENT. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/EMPLOYEE.

*The Millinocket School Department is an Equal Opportunity Employer.*