

Head of School/Superintendent / W.L. Gilbert School Corporation

The W.L. Gilbert School Corporation Board of Education seeks an inspired educational leader for the position of Head of School/Superintendent and invites qualified and interested candidates to apply. Cooperative Educational Services Executive Searches will facilitate the search. A full list of qualifications and duties can be found on the flyer found at <https://www.cestrumbull.org/services/execsearches>.

Completed application packets are comprised of the following:

- Cover letter outlining qualifications for position and interest in this specific position.
- Copy of updated, complete resume which includes a chronology of work history and educational background and a preferred email address and phone contact.
- Copy of Connecticut 093 certification.
- Copies of transcripts for all degrees held from all granting colleges/universities. Finalist candidates will be required to supply official transcripts.
- Three signed letters of reference from current or former employers and professional contacts. (Please limit reference letters to three letters written within the past year.)

Completed application packets are due via email to Cooperative Educational Services by **2:00 pm April 3, 2025**. Application packets **MUST** be submitted as ONE PDF file and emailed to ExecutiveSearches@cestrumbull.org.

Applications will be reviewed upon receipt and interviews may be conducted on a rolling basis. Applications will be accepted until a candidate is selected, but no later than the deadline above. All inquiries related to the open position should be directed to: Dr. Charles Dumais (203-365-8801 or dumaisc@cestrumbull.org) or David B. Erwin (860-567-0863 ext. 1138 or erwin@edadvance.org).



AN INVITATION TO APPLY FOR THE POSITION OF HEAD OF SCHOOL/SUPERINTENDENT



W.L. GILBERT SCHOOL CORPORATION



ANNOUNCEMENT OF VACANCY

The W. L. Gilbert School Corporation seeks an outstanding educational leader for the position of Head of School/Superintendent. The Gilbert School invites qualified and interested candidates to apply. Cooperative Educational Services Executive Searches will facilitate the search on behalf of the Corporation. The goal is to have the Head of School assume responsibilities as soon as **July 1, 2025**.

The W. L. Gilbert School Corporation Members

Holly Cassaday, Board Chair

Scott Beecher

Joanne Galenski-Girardin

Ellen Marino

Jonathan Morhardt

Theresa Padin

Tara Sundie

Renata Waldron

Kurt Werner



THE W.L. GILBERT SCHOOL CORPORATION MISSION STATEMENT –

The Gilbert School is committed to assuring that all of our students are prepared to be thoughtful and productive citizens in a complex, global society.

In pursuing this mission, we believe that:

- All students can learn and be successful.
- All students are valued and deserve an education that addresses their academic, physical, social and emotional needs.
- All students are entitled to a safe, healthy and respectful learning environment.
- All members of The Gilbert School community must uphold high expectations, be accountable, and demonstrate a commitment to excellence.
- Celebrating the heritage of The Gilbert School strengthens community pride and inspires individual accomplishments.

ABOUT THE W.L. GILBERT SCHOOL CORPORATION

The Gilbert School is an independent secondary school that is the designated middle and high school for public school students from Winchester (Winsted). International students are also accepted and residency halls are available. The school, one of three endowed and incorporated academies in Connecticut, serves approximately 460 students in grades 7-12. The Head of School, serving as superintendent, will work collaboratively with The W. L. Gilbert Trust employees and the towns it serves to attain a vision of continuing academic improvement, enrollment growth, and development of new and innovative programs. The Head of School works with a Principal and two Associate Principals, a Director of Student Services, and a staff of approximately 70 to build upon an outstanding history of educational achievement. Gilbert has a long history of service to the communities it serves. The faculty, staff and the student body demonstrate a strong commitment to the well-being of the community.

THE W.L. GILBERT SCHOOL CORPORATION, 200 WILLIAMS AVENUE, WINSTED, CT 06098 USA



CANDIDATE PROFILE

Qualified candidates, at minimum, are expected to meet the following general performance standards for a Head of School/Superintendent:

- Demonstrate leadership through empowering and inspiring others within the organization by visioning and shaping a positive and productive school and district culture;
- Work effectively with the board to formulate district policy, define mutual expectations of personnel performance, and demonstrate effective district governance to all staff, students, and the community at large;
- Establish and sustain effective communications with the board, students, staff, parents, and the community as a whole, including fostering beneficial relationships with the media and responding to community feedback;
- Possess knowledge about and ability to promote effective teaching techniques throughout the district and to facilitate the use of instructional resources to maximize student achievement for all students;
- Demonstrate skill in developing and implementing up-to-date staff performance evaluation systems and apply ethical, contractual, and legal requirements for personnel selection, development, retention, promotion, and dismissal;
- Understand and model appropriate value systems, ethics, and moral leadership and exhibit multicultural and ethnic acumen, coordinating with social and human services, as appropriate, to help students grow and develop;
- Provide technical assistance to the board during labor negotiations and administer negotiated labor contracts effectively while keeping abreast of legislative changes affecting the collective bargaining process;
- Maintain attention on the attainment of district goals, as adopted by the board, and report progress toward goal attainment regularly and periodically;
- Gather and analyze data for decision-making and to provide recommendations to the board for effective and efficient allocation of district resources;
- Demonstrate strong budget development and financial management skills, ensuring responsible fiscal oversight and long-term financial stability for the district.

Exhibit:

- Strong financial and managerial background;
- Instructional leadership skills;
- Extensive experience in curriculum and instruction;
- Knowledge about Connecticut law and reform issues.

CONTRACT PROVISIONS

The W. L. Gilbert School Corporation expects to offer the successful candidate a three-year employment contract based on a compensation package commensurate with the new Head of School/Superintendent's qualifications, credentials, and experience. Provisions of the contract will be competitive for the region.

The W. L. Gilbert School Corporation is an Equal Opportunity Employer.

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- Copy of Connecticut 093 certification or evidence of eligibility.
- Copies of transcripts for all degrees held from all granting colleges/universities.
(Finalist candidates will be required to supply official transcripts.)
- Three signed letters of reference from current or former employers and professional contacts. *(Please limit reference letters to three letters written within the past year.)*



Application packets are due via email to Cooperative Educational Services by 2 p.m. on **April 3, 2025**.

Applications **MUST** be submitted as ONE PDF file and emailed to executivesearches@cestrumbull.org.

Applications will be reviewed upon receipt and interviews may be conducted on a rolling basis. Applications will be accepted until a candidate is selected, but no later than the deadline above. All inquiries related to the open position should be directed to: Dr. Charles Dumais, (203) 530-0232 or dumaisc@cestrumbull.org or David Erwin, (860) 567-0863 x1138 or erwin@edadvance.org.