Oklahoma Department of Rehabilitation Services

**Please Post**

## Job Announcement # 16-108 RE-ANNOUNCEMENT OF 16-047

**Position Title/Level/Code:** **School Superintendent, 1825**

##### Location: Oklahoma School for the Blind, Muskogee

**Number of Positions/PIN:** **(1) – Unclassified /** **80500604**

#### Annual Salary Range: $80,600 to $93,600.00

**On campus housing will be provided to the selected candidate.**

###### Beginning Date: Tuesday, February 23, 2016

**Ending Date:** **Open until filled**

**Essential Functions:** Under administrative direction of the Director of the Department of Rehabilitation Services, the incumbent plans, directs and coordinates all program activities at the Oklahoma School for the Blind. The duties include planning, directing and coordinating the educational, recreational, vocational and residential programs; developing, preparing and monitoring the annual budget and supervising professional staff. Previous applicants will need to re-apply.

**Education and Experience Requirements:** A master’s degree from an accredited college or university, an Oklahoma School Superintendent Certificate (or proof of application for an Oklahoma School Superintendent Certificate) and minimum of four years of experience, of which two years must have been as a teacher and two years as a school supervisor or administrator, ***or*** an equivalent combination of education and experience. NOTE: An Oklahoma School Superintendent Provisional or Emergency Certificate must be obtained prior to employment from the Oklahoma State Department of Education for those candidates that do not possess an Oklahoma School Superintendent Certificate.

**Method of Application:** Resumes or vitas and an Oklahoma School Superintendent Certificate (or proof of application for an Oklahoma School Superintendent Certificate) will be accepted and must include educational and work background listing places of employment, beginning/ending dates of employment, and description of duties performed. Please submit references along with resume. Information should include a telephone number where you can be reached during office hours, your mailing address, and the announcement number and position for which you are applying.

**Send to: Department of Rehabilitation Services**

 **Attn: Human Resources**

 **3535 NW 58th Street, Suite 500**

 **Oklahoma City, Oklahoma 73112**

If you have any questions regarding this position or the application process, contact Calvin Small at (405) 951-3527 or Stephanie Roe at (405) 951-3454.

 **An Equal Opportunity Employer**