

MISSISSIPPI SCHOOL FOR MATHEMATICS AND SCIENCE EXECUTIVE DIRECTOR

The Mississippi Department of Education is seeking an Executive Director to oversee all operations, functions, and activities at the Mississippi School for Mathematics and Science (MSMS). MSMS is a residential high school located on the campus of the Mississippi University for Women. MSMS provides an accelerated, immersive curriculum for the state's gifted and talented 11th and 12th grade students. The ideal candidate will have the skills and confidence needed to be the face of MSMS, shouldering the responsibility of providing strategic direction and implementing a progressive vision for the future.

Duties and responsibilities include exhibiting strong leadership for rigorous academic programs; coordinating long- and short-range planning; development and implementation of policies; providing direction for financial, personnel, academic, admissions, and student services matters; serving as a public relations liaison between schools, families, and external organizations and government agencies; and coordinating all aspects of school operations including both academic and residential programs.

The Executive Director should possess the following:

- Evidence of successful advocacy and educational programming for gifted students.
- Experience developing partnerships with civic/community organizations, business/industry, government entities, and other stakeholders.
- Experience in school budget review, planning, forecasting, and implementation/evaluation.
- Experience leading a school through a rigorous accreditation process.
- Evidence of innovation and/or creative initiatives or solutions.
- Experience in conducting needs assessments; long- and short -range planning; policy oversight; personnel processes, staff assignments, and supervision of work and staff.
- Experience maintaining buildings and facilities to provide programs that promote safety, maximize educational utility, and comply with governmental regulations.
- Strong interpersonal skills and ability to communicate effectively with a variety of stakeholders.
- Excellent written and verbal communication skills.
- Advanced degree, doctorate preferred, in educational leadership or a related field.

MINIMUM EXPERIENCE/EDUCATIONAL REQUIREMENTS

- Master's Degree from an accredited four-year college or university in Education; **AND**
- Five (5) years of experience in Educational Administration; **AND**
- Valid class "AA" MS Certification in School Administration (Area 486); **AND**
- Meet the requirements for superintendent as referenced in Miss. Code Ann. § 37-9-13.

To apply for the Executive Director position, please submit a letter of interest, employment application (application available at mdek12.org/OHR/MDEEmployment), 3 professional references, and resume' to msmssearch@mdek12.org. Annual salary for this 12-month position is \$100,000 - \$115,000 with benefits, commensurate with experience.

Deadline for applications is March 11, 2022.