

New Mexico School Boards Association

Superintendent Search Service

"Finding the Right Fit"

**NMSBA is proud to announce a new service for New Mexico School Boards:
The Superintendent Search Service.**

Finding the right superintendent to lead your school district is one of the most important - and most difficult - tasks a school board faces. NMSBA can help your board make this crucial decision and at a reasonable cost to the district.

Why choose NMSBA to conduct your search?

The New Mexico School Boards Association is the member organization for all of New Mexico's school boards and its mission is "to support their efforts in providing a quality education for all students of New Mexico." We help school boards succeed in order that they may help students succeed. Service to New Mexico school boards is our number one priority.

This philosophy is carried throughout all of NMSBA's member services, including our Superintendent Search Service. **If you choose NMSBA to conduct your search, you are choosing an organization that:**

- Will work hard to find the best person to fit your unique school district;
- Knows New Mexico, its politics and its issues that affect education;
- Has a cadre of professional consultants available to assist in the process; who have proven track records of conducting successful administrative searches;
- Has a national network of colleagues that provide a rich pool from which to recruit viable candidates;
- Is dedicated to the principle of sound local decision making;
- Is committed to the long-term success of your board/superintendent team;
- Is prepared to begin a search without delay (often within 72 hours);
- Will work in partnership with the Colorado Association of School Boards to extend its reach;
- Understands the severe financial crunch districts are in today; and
- Guarantees success or will conduct another search without a fee.

The following beliefs guide NMSBA's Superintendent Search process:

- Leadership makes a difference in the lives of students and staff in the school district.
- Each school district is unique, and "finding the right fit" is critical.
- A superintendent selection process should provide opportunities to strengthen the relationship between the school district and the community.

Service Summary

In a typical superintendent search project, NMSBA will:

- Identify and prioritize the board's needs and desires for a new superintendent.
- Engage representative staff and community members in a process to determine their desires for their next school district leader.
- Develop and distribute a promotional brochure about the position and district, and place state and national advertisements.
- Recruit potential candidates based on the profile identified by the board, staff and community.
- Help the board select a third-party committee to screen candidates to ensure a fair process.
- Manage application files and correspondence with candidates with strict confidentiality.
- Work with the board to set up a complete interview process to guarantee a professional, thorough and legal interview procedure, including the training of committees in group interview techniques.
- Assist the district in working with the news media during the process.
- Conduct a first-year performance plan session with the superintendent and board after the superintendent is hired, if so desired.

NMSBA consultants will guide the board through each step of the process with the ultimate decision being made by the board. A typical superintendent search takes three months to complete, but can be shortened and/or modified to meet the special needs of the district.

NMSBA is also prepared to offer a more in-depth Assessment Center approach to the selection process.

To schedule a superintendent search presentation, contact:

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