



## **Announcement of Vacancy Executive Director**

### **The major job duties and responsibilities are:**

- Serves as the Chief Executive Officer of the BOCES
- Directly supervises all administrative staff along with certified special services providers
- Provides leadership to the Board of Directors and Superintendents Advisory Council
- Provides leadership for the development and execution of the policies and directions of the Board of Directors
- Works with the Board of Directors, the Superintendents Advisory Council, and the staff to develop programs and services to meet the needs of the member districts
- Maintains compliance with applicable federal, state, and local laws and regulations demonstrating knowledge about and the ability to apply relevant federal and state statutes, regulations, case law and policies that impact all children.
- Administrative/Special Education Director License required
- Special education degree/experience preferable

The BOCES Board of Directors is offering an annual salary of \$100,000 - \$125,000 (negotiable, depending on experience and educational attainment) and a competitive benefit package.

**Application Deadline: May 1, 2023**

**Interviews: Mid May 2023**

**Date of Employment: July 1, 2023**

***Please send completed application materials to Tracy Vigil either via Email @[tvigil@alamosaschools.org](mailto:tvigil@alamosaschools.org)  
Or by mail to 209 Victoria Ave., Alamosa, CO 81101.***

An application must include:

- A completed and signed application- available on the SLV BOCES website @ [slvboces.org](http://slvboces.org)
- A current professional resume
- Transcripts, placement papers and/or credentials requested by you from college or university placement center ( photocopies are acceptable)
- Three recent letters of recommendation (dated within the last year)
- Answers to the following questions, citing examples of past experiences, no longer than two typewritten pages each:
  - a. Discuss your professional goals and where you expect to be in 5-10 years
  - b. Describe how you would go about creating partnership among the BOCES member districts to meet the diverse needs of students and staff within the districts
  - c. Describe your professional and educational background and discuss your highest achievements and greatest strengths
  - d. What are the key components of an effective communication system within the BOCES and between the districts the BOCES serves?