

REQUIRED ITEMS

Please respond on a separate attachment in 250 words or less clearly identified as such, "*Required Items*". Please use 12 point Helvetica or Arial font with 1.5 spacing.

- A. Letter of Application (submitted as an attachment or sent electronically to jhale@azsba.org) emphasizing experience and skills that best qualifies you to be Executive Director of the Educare Birth – 5 Program.
- B. Signature approval for Fair Credit and Background Check by employer (see website)
- C. Stated Requirements and Information (see website)

STATED REQUIREMENTS AND INFORMATION

- All applicants without a current and applicable Arizona Certificate are responsible for contacting Teacher Certification, Arizona Department of Education, 1535 West Jefferson, Phoenix, Arizona 85007, (602) 542-4367 to determine eligibility for certification and providing written documentation with this application. Their website is www.ade.state.az.us.
- All applicants without a valid Arizona Fingerprint Clearance card are responsible for contacting the Arizona Department of Public Safety at (602) 223-2279 or faxing your request for a fingerprint application packet to (602) 223-2947. Their website is www.azdps.gov. The current fee for a Fingerprint Clearance Card is \$69.00.
- The School District is an Equal Opportunity Employer, complies with Title IX, and shall seek the "best qualified" applicants for all vacant positions regardless of race, creed, age, sex, religion, handicap, or national origin.
- Applicants are asked not to contact the Governing Board except as requested to do so.
- **Address all communications to:**



John Gordon, Educare Arizona Search
Arizona School Boards Association
2100 N. Central Avenue, Suite 200, Phoenix, Arizona 85004
Telephone: (602) 254-1100 x-101 or (800) 238-4701
Fax: (602) 254-1177
Email: jgordon@azsba.org

- It is expected that applications and other supportive materials will be received on or before October 25, 2010.
- Supportive materials submitted are not retained after closure of search.

ACKNOWLEDGEMENT OF APPLICANT

Read this paragraph carefully before signing this application.

I certify that every answer and statement I have provided on and accompanying this application is complete, truthful and current. I understand and agree that:

1. If any information is omitted from or not filled in on this Application, or if any false information is furnished, the application maybe rejected;
2. If any false information is furnished, I will be ineligible for any future consideration for employment and maybe subject to criminal prosecution; and
3. If I am employed and if it is later determined that I have furnished false information on this application, I may be dismissed from employment, criminally prosecuted, and if certified, my certificate may be revoked.

I authorize investigation of all statements on the application form and other materials provided as part of my application for this position.

Signature

Date