

Administrative Applicants – website

THANK YOU for your interest in an administrative position with Jordan School District. Although this district was established in 1905, today we are a growing district with many opportunities, now and in the future, for educators seeking professional growth and development.

Our mission is: **To provide excellent educational opportunities for all students and ensure quality teachers, administrators and support staff.**

In October 2011, Jordan School District received 70 administrative applications from highly qualified educators for the Administrative Interview Process. This was a one day event, which was held on November 4, 2011. Following these interviews, scores were tallied. Candidates making the administrative pool were contacted for a second round interview. Current Jordan School District administrators and all candidates making the “administrative pool” are eligible to apply for administrative vacancies. All vacancies are posted for five (5) days and those eligible individuals making application are considered for these positions.

Administrative Pool Candidates may remain in the pool for 3 years by submitting an annual letter of interest to the Human Resource Department, usually during the month of October. If you do not receive an administrative placement within three years (November 2011 through October 2014), you must reapply through the Administrative Interview Process. Administrative applicants who interviewed this year on November 4, 2011, and who did not make the administrative pool, are eligible to reapply in October 2013.

In behalf of the district Administration, we thank you for your interest in employment with Jordan School District. We would like to extend our best wishes to you in your current assignment, as you continue to **LEAD, EDUCATE & INSPIRE** the students, patrons, and communities you serve.

Respectfully yours,

June LeMaster, Ph.D.
Administrator, Human Resources