



ADMINISTRATIVE EMPLOYMENT OPPORTUNITY

February 24, 2020

Assistant Superintendent for Finance and Operations

Shenandoah County Public Schools is seeking applicants for the position of Assistant Superintendent of Finance and Operations. A Master's Degree or license as Certified Public Accountant is preferred, with concentration in business and finance at the graduate or undergraduate level.

Responsibilities include knowledge of state or local government or private sector budgetary and financial operations, including budget development, funding allocations, financial reporting, and financial computer applications; familiarity with state or local public education funding and Virginia's legislative process; knowledge of general fiscal services in areas of purchasing, bidding, payroll, budget considerations, insurance, and the Virginia Procurement Act.

The applicant should have experience in budget and planning methodology, preparing financial forecasts, and executing an operational budget. This applicant must possess strong analytical, writing and verbal communication skills, and leadership qualities and personal characteristics necessary to work effectively with staff and the school community.

For more information about this position, please contact Dr. Mark Johnston, Division Superintendent, by email at majohnston@shenandoah.k12.va.us or call 540-459-6702.

Applications must be completed on-line at www.shenandoah.k12.va.us.

Application deadline: April 30, 2020

Shenandoah County Public Schools does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities.