

# OAESA/SAIL FOR EDUCATION APPLICATION FOR EXECUTIVE DIRECTOR

## Application Process

### **A completed application consists of the following:**

1. A cover letter emphasizing qualifications and reasons for interest in the position;
2. An accurate and up-to-date resume;
3. **DOWNLOAD THIS APPLICATION TO YOUR COMPUTER** then sign and return this completed form with your materials;
4. List three (3) professional references who can speak to your qualifications and work experience;
5. Copies of credentials and transcripts.

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***Email (preferred method) all application materials to:***  
[dcampbell@k12consulting.net](mailto:dcampbell@k12consulting.net)

***Or send materials to:***  
K-12 Business Consulting, Inc.  
“OAESA/SAIL For Education Executive Director Search”  
P.O. Box 476  
New Albany, Ohio 43054

***Direct questions concerning the position to:***  
Deb Campbell: (937)215-7068, [dcampbell@k12consulting.net](mailto:dcampbell@k12consulting.net)  
-or-  
Kathy Lowery: (614) 769-1211, [klowery@k12consulting.net](mailto:klowery@k12consulting.net)

**Application Deadline October 22, 2021**



**Educational History:**

School name	Location (city, state)	Major course or subject	Dates attended		Graduated		Degree
			From	To	Yes	No	
High school							
College (list all attended)							

**Professional Experience:**

Starting with present or most recent, list all previous employers. If more space is required, please continue on a separate sheet. You may attach resume, but complete application as well.

No. of Years	Dates		Position Title	School District/ Organization, Address	Reason for Leaving
	From	To			

**Professional/Work References:**

Please list below the names and address of three persons who can speak of your professional competency and character.

Name	Type of Acquaintance
Street Address, City, State, ZIP Code	Phone Home: Business:
Name	Type of Acquaintance
Street Address, City, State, ZIP Code	Phone Home: Business:

Name	Type of Acquaintance
Street Address, City, State, ZIP	Phone Home: Business:

**Please use the space below to identify two areas in which you excel:**

**Please use the space below to share two major accomplishments in your career:**

**Please use the space below to describe a project you were unable to accomplish despite your best efforts:**

**Applicant's Signature and Confirmation:**

It is understood that K-12 Business Consulting, Inc. and the Board of Directors for the Associations may contact former employer(s) for verification of my employment history and the Bureau of Criminal Identification and Investigation (BCI) and, if needed, the Federal Bureau of Investigation (FBI) for a background check and I hereby consent to such inquiries. I hereby authorize the Board of Directors or its agents to conduct such investigations and to obtain such records (including criminal and credit records) as the Board deems necessary.

I understand that if I am employed prior to the receipt of the BCI/FBI report and verification of my work experience, my continued employment will be conditioned on: 1) satisfactory work experience as verified by contact with former employers; and 2) receipt of a report demonstrating that I am in compliance with the Board of Directors' rules and regulations regarding applicant/employee criminal records and disclosure of criminal convictions.

I authorize my previous employers, school, and persons named as references to give any information they may have regarding my employment together with information they may have regarding me, whether or not it is in their records. I agree that K-12 Business Consulting, Inc., the Associations and their employees and my previous employers and their employees shall not be held liable in any respect if an employment offer is not tendered, is withdrawn, or my employment is terminated because of any false statements, answers, or admissions made by me in this application. I hereby release said employers, schools, or persons from any liability for any damages whatsoever for issuing this information.

I certify that the information contained in this application and in my resume is true and complete, and I understand that if it is not, I may be eliminated from consideration for this job. If, after being hired, falsehoods or omissions are discovered in my application or resume, I understand that my employment may be terminated. By signing below, I agree to the conditions listed on this application and will, if employed, tender my resignation of employment should I fail to fulfill these conditions.

I certify that the information in this application is true and accurate to the best of my knowledge and belief. I understand that giving false or misleading information, either oral or written, may result in denial or termination of my employment.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

**Please include any other information (if any) you want to share in the space below:**