

## **Riverdale Local Schools**

**20613 SR 37**

**Mt. Blanchard, Ohio 45867**

**419-694-4994**

**[www.riverdale.k12.oh.us](http://www.riverdale.k12.oh.us)**

***(Hancock County)***

### **School District Strengths:**

- ❖ Superior commitment to academic improvement, with an excellent, progressive teaching staff.
- ❖ Very well maintained school facilities that complement the educational program, with a new K-12 building completed in 2004.
- ❖ Strong community support and pride in the school system.
- ❖ Committed to controlling costs and efficient operational practices.

### **Issues Facing the School District:**

- ❖ Continue to address the needs of the facilities, possibly through a permanent improvement levy.
- ❖ Continue to remain focused on maintaining strong fiscal responsibility.

### **Expectations for the New Treasurer:**

- ❖ Be of high ethical and moral character.
- ❖ Proficient in public school finance, appropriations, budgets, payroll, investing and forecasting.
- ❖ Maintain a positive rapport with the staff and community.
- ❖ Exhibit strong public relation and communication skills, especially in school finance.
- ❖ Knowledge and use of operating software.
- ❖ Grant writing experience a plus but not mandatory.

### **Compensation/Length of Contract:**

- ❖ Salary and other fringe benefits will be commensurate based on qualifications and experience, with the intent of being competitive with area school systems.
- ❖ Successful candidate will receive multi-year contract.

### **Timeline:**

- ❖ Advertise vacancy and begin to accept applications = 01/03/20
- ❖ Closing of the application process = 01/30/20
- ❖ Screening of the candidates = 02/03/20 – 02/06/20
- ❖ Initial interviews = 02/10/20 – 02/13/20
- ❖ Visitations and second interviews = 02/17/20 – 02/20/20
- ❖ Selection of treasurer = 02/24/20
- ❖ Start date = 07/01/20, with possible transition days during May and June.

### **Required Application Materials:**

- ❖ An introductory letter expressing reasons for interest in this position.
- ❖ An up-to-date resume.
- ❖ A copy of a current Ohio school treasurer's license or the ability to obtain one.
- ❖ A completed administrative application form available on [www.hancockesc.org/employment/applications/](http://www.hancockesc.org/employment/applications/)
- ❖ Three current reference letters.

**Contact:** Greg Spiess, Treasurer, Hancock County ESC, 7746 CR 140, Findlay, Ohio, 45840;  
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