



## EMPLOYMENT APPLICATION

### Application information

What position are you applying for?

Full name:

Last

First

M.I.

Date:

Address:

Street address

Apt/Unit #

Phone:

Email:

City

State

Zip Code

Are you a citizen of the United States?

Yes ☐

No ☐

If no, are you authorized to work in the U.S.?

Yes ☐

No ☐

Have you ever worked for this district?

Yes ☐

No ☐

If yes, when?

Have you ever been convicted of a crime?

Yes ☐

No ☐

If yes, explain:

Have you ever had your professional license revoked?

Yes ☐

No ☐

If yes, explain:

Have you ever been placed on administrative leave, or asked to resign from a position?

Yes ☐

No ☐

If yes, explain:

### Education (start with most recent)

College:

Address:

From:

To:

Did you graduate?

Yes ☐

No ☐

Degree:

College:

Address:

From:

To:

Did you graduate?

Yes ☐

No ☐

Degree:

Other:

Address:

From:

To:

Did you graduate?

Yes ☐

No ☐

Degree:

Professional Certifications

Type:

Exp. Date:

Issuing State:

Type:

Exp. Date:

Issuing State:

Type:

Exp. Date:

Issuing State:

Employment History (start with most recent)

District:

Phone:

Address:

Supervisor:

Job title:

From:

To:

Responsibilities:

District:

Phone:

Address:

Supervisor:

Job title:

From:

To:

Responsibilities:

Company:

Phone:

Address:

Supervisor:

Job title:

From:

To:

Responsibilities:

District:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		

Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		

## References

Please list three professional references. You will be notified before we make contact.

Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

## Persona Self-Assessment

Please carefully review each of the six personas below. Based on these descriptions, in 300 words or less, please use the following page to describe which of one these six personas best represent your personal leadership style. Based on what you know about the district, why does your persona make you the ideal candidate for this position? If you do not feel that any of these six personas represent your leadership style, please feel free to respond accordingly.



### The Community Builder

Excels in bringing people together, creating strong relationships with families and staff. While effective in collaboration, their consensus-driven approach may slow urgent decisions.

- **Traits:** Relational, inclusive, coalition-focused
- **Strengths:** Builds trust, fosters engagement, unites stakeholders
- **Challenges:** May struggle with tough decisions, moves cautiously



### The Visionary Change Agent

This superintendent pushes districts forward with ambitious reforms and innovative solutions. They inspire transformation but may struggle with those resistant to rapid change.

- **Traits:** Bold, strategic, innovative
- **Strengths:** Transforms districts, drives systemic change, energizes stakeholders
- **Challenges:** Faces resistance, can be seen as disruptive



### The Instructional Leader

Focused on teaching and learning, this leader ensures high-quality curriculum and PD. They may require support in managing district logistics.

- **Traits:** Data-driven, student-focused, curriculum expert
- **Strengths:** Improves instruction, boosts student achievement, supports teachers
- **Challenges:** May neglect operations, needs strong executive team



### The Operational Strategist

This leader ensures smooth operations, balancing budgets and streamlining systems. While highly efficient, they may lack visibility in instructional leadership.

- **Traits:** Detail-oriented, fiscally responsible, process-driven
- **Strengths:** Strengthens finances, improves efficiency, optimizes resources
- **Challenges:** Can appear bureaucratic, less visible in instruction



### The Student Champion

Committed to fairness, this leader ensures all students have access to opportunity. Their work is essential but often met with resistance.

- **Traits:** Justice-driven, culturally competent, advocate for marginalized students
- **Strengths:** Reduces disparities, promotes inclusivity, drives student-focused policies
- **Challenges:** Political push-back, progress can be slow



### The Crisis Manager

Thriving under pressure, this leader effectively handles crises and high-stakes situations. While strong in the moment, they may struggle with future-focused strategy.

- **Traits:** Decisive, adaptable, action-oriented
- **Strengths:** Leads in emergencies, manages crises, ensures safety
- **Challenges:** Can be reactive, may lack long-term planning

Persona Self-Assessment Writing Sample:

## Disclaimer and Signature

By signing below, I certify that the information in this application is true and accurate to the best of my knowledge and belief. I hereby authorize Zeal Education Group, on behalf of the Board and district – as part of its due-diligence process, to obtain records (including criminal and credit records) or other records as the Board deems necessary. I understand that giving false or misleading information, either oral or written, may result in denial or termination of my employment.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Application Instructions

Please submit your application packet in the following order and ensure it is complete:

1. This completed application
2. A cover letter detailing why you believe you are a fit for this specific position
3. A current résumé or curriculum vitae
4. Three signed current letters of recommendations
5. A photocopy (non-original) of your valid certification for this position, or a letter describing your eligibility
6. A photocopy (non-original) of your educational transcripts

**All of these materials must be submitted in one single PDF**

Please save your file using the following format:

**LastName\_FirstName\_District.pdf**

Please send file to:

**search@zeal-ed.com**

**Please direct any questions to us at [search@zeal-ed.com](mailto:search@zeal-ed.com) and we will reply promptly**

