



SUPERINTENDENT

POSITION DESCRIPTION FOR LYNCHBURG CITY SCHOOLS, LYNCHBURG, VA

The **Lynchburg City School Board** is seeking a highly qualified, honest, and collaborative **Superintendent** with integrity to lead the division who will serve as an advocate for public education.

ABOUT LYNCHBURG CITY SCHOOLS

Lynchburg City Schools (LCS) is a leading educational institution in Virginia, serving over 7,800 students from preschool to adult learners. Committed to its mission of guiding every child, by name and by need, to graduation and beyond, LCS collaborates closely with parents and the community to provide personalized learning opportunities for each student. LCS operates 19 educational facilities that include 11 elementary schools, 3 middle schools, 2 high schools, as well as alternative education sites.

ABOUT THE CITY OF LYNCHBURG

Nestled in the heart of Virginia, Lynchburg offers a vibrant blend of history, culture, and natural beauty. From its historic neighborhoods and 40 miles of scenic trails to its riverfront downtown and diverse dining options, Lynchburg is an inviting place to live, work, and explore.

Photo: City of Lynchburg Office of Economic Development & Tourism



The Board wants the successful candidate to assume the responsibilities of the position on or before **July 1, 2025**.

McPherson & Jacobson, L.L.C., Executive Recruitment and Development is engaged as the consultant in a search for outstanding candidates. They will assist the School Board in identifying and screening the candidates.

ENROLLMENT

7800

LOCATION

Virginia, East of the Blue Ridge Mountains

SALARY

Regionally competitive salary based upon experience and qualifications

THE QUALIFICATIONS

The ideal candidate will possess the skills, experience, and vision necessary for exceptional educational leadership. This includes setting high expectations, using data to drive decisions, and fostering a culture of accountability across the division. Experience as a superintendent or in a central office leadership position in a diverse, suburban/urban district—to include classroom teaching experience—is required. A doctorate is preferred, and the candidate must hold or be eligible for Virginia Superintendent certification.

The Board is seeking a candidate who:

- Demonstrates strong educational leadership with a proven track record in problem-solving, particularly in school finance, including budget development, understanding Virginia locality cost share, and successfully collaborating with local funding sources such as city councils.
- Understands curriculum relevant to improving student achievement and has experience building this capacity throughout a school division.
- Proactively works with City Council and other local leaders to create and implement sustainable finance

plans, responsibly allocate funds, and maintain strong relationships with community stakeholders to advance school division goals.

- Excels in developing and managing effective teams and leading a complex organization, with a history of achieving continuous improvement with measurable results.
- Communicates a clear, compelling vision in practical terms that resonates with all stakeholders and unites the community around shared goals.
- Is an effective communicator whose vision can be translated into practical terms for all stakeholders across the division and the broader community, fostering collaboration and shared goals.
- Actively engages with teachers, school administrators, students, and families, incorporating their input into the decision-making processes.

Lynchburg School District is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email below.

SEARCH TIMELINE

- Closing date for applications:
February 27, 2025 (11:30 p.m. central time)
- School Board selects finalists to interview:
March 2025
- Finalists Interviews with the School Board:
March 2025
- Selection of new Superintendent: **Early April 2025**
- Start date: **on or before July 1, 2025**

CONTACT INFORMATION

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Consultants:

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