

## WINFIELD CITY SCHOOLS

### NOTICE OF VACANCY IN THE POSITION OF SUPERINTENDENT OF EDUCATION

**\* The Board may interview some or all of the finalists. However, the Board reserves the right to make its decision based solely on the written applications as submitted.**

Job Title: Superintendent of Winfield City Schools

Job Description: The Superintendent serves as the Chief Executive Officer of the Winfield City Board of Education. The Superintendent's duties include those prescribed for superintendents under the Alabama Code (§16-12-2, et seq.) and corresponding requirements and regulations established by the Alabama State Board of Education and the Winfield City Board of Education. The Superintendent is responsible for implementation of board policies and its approved goals and objectives. The Superintendent oversees and directs the effective operation of the school system, including the general administration of all instructional, business, and other functions. The Superintendent advises and makes recommendations to the Board of Education respecting such activities, including policies and procedures deemed appropriate to the attainment of system goals and legal compliance.

The Winfield City Board of Education is seeking a leader with strong interpersonal and leadership skills to manage the system effectively and efficiently. Desired traits include a general fitness and character appropriate to the position.

Required Qualifications: Holds or is eligible to obtain an Alabama Superintendent's Certificate; Masters or doctoral degree from an accredited four-year college or university; Certification or eligibility for certification in administration and recognized ability as a school administrator; A minimum of five years' successful experience as a principal and/or central office level public school administrator (at least 3 years of which have been within the last 5 years); Such other minimum qualifications as may be established by statute or the State Board of Education.

**Applicants who wish to be considered for this position should submit their resume, a cover letter, and an official transcript to:**

*Winfield City Schools Superintendent Search  
c/o Wm. Todd Atkinson, Attorney  
P. O. Box 1080  
Winfield, AL 35594  
e-mail: [tatkinson@aablaw.net](mailto:tatkinson@aablaw.net)*

For additional information regarding this matter please contact **Todd Atkinson** (205) 487-4848 or e-mail to [tatkinson@aablaw.net](mailto:tatkinson@aablaw.net)

**DEADLINE FOR APPLYING:**

**ALL COMPLETED APPLICATIONS FOR THE POSITION MUST BE RECEIVED NO LATER THAN 4:00 P.M. CST ON FRIDAY, FEBRUARY 20, 2026.**

Applicants are solely responsible for ensuring that all materials are received in a timely manner and are strongly urged to personally verify timely submission of those materials

*\* The Winfield City Board of Education reserves the right to waive nonmaterial defects or discrepancies in applications and to verify, clarify, or obtain supplementation regarding information supplied by applicants, as well as relevant background information.*