




**ANNOUNCEMENT OF VACANCY  
SUPERINTENDENT OF SCHOOLS  
FAIRFAX R-III SCHOOL DISTRICT  
"Home of the Bulldogs"  
Atchison County**



*Search being conducted by Dr. Michael Jinks, MARE Search Consultant*  
Fairfax R-III is seeking candidates for the position of Superintendent of the School District located at  
500 Main Street, Fairfax, Missouri, 64446. Website: [www.fairfaxk12mo.us](http://www.fairfaxk12mo.us)

County-District Code: 003-033	Schools	Certified Staff	Total Students	<b>The mission of the Fairfax R-III School District is to develop individuals who meet their full potential and become contributing members of society.</b>		
Elementary School (PK-06)	1	17	74			
High School (07-12)	1	12	69			
Total	2	29	143			
Annual Operating Budget: \$2,479,621.00 Total Tax Levy: \$4.7848	Assessed Valuation: \$27,282,260.00	Administrators - 2 Support Staff - 11	District Fully Accredited	District Operated Transportation	District Operated Food Service	
Reserve Balances at 85.01%	Parents as Teachers	FFA/AG Program FCCLA	<b><u>Bulldogs</u></b> 	Sports COOP <u>With Tarkio</u> East Atchison Wolves	A+ Program Dual Credit Offered  Online College Credit Offered	North Central Career Center  Tarkio Technical School  Northwest Technical School

**BOARD OF EDUCATION:**

Miles Smith - President	2026	Shelby Hurst - Member	2027
Crystal Woodring - Vice President	2028	Stephanie Stevens - Member	2028
Brett Johnson - Member	2026	Courtney Grossman - Member	2027
Treyvor Umbarger - Member	2026	Karen Burke - Board Secretary	

**TIMELINE:**

- APPLICATIONS MUST BE RECEIVED BY **Friday, June 20, 2025**
- SCREENING TO BEGIN ON **Ongoing throughout process**
- INTERVIEWS TENTATIVE DATE **June 24<sup>th</sup> & June 26<sup>th</sup> if necessary**
- ANTICIPATED HIRE DATE **Before the end of June**
- CONTRACT BEGINS **July 1, 2025**

**SALARY/BENEFITS INFORMATION:**

- Salary commensurate with qualifications and experience. **Salary Range: \$90,000-\$100,000.**
- Administrative experience **required**/Central office administrative experience **preferred**.
- Missouri Superintendent's Certificate or eligibility thereof **required**.
- Board paid health and life insurance benefits.
- Initial **multi-year contract** will be considered.
- District residency is **preferred, but not required**.

**APPLICATION PROCESS:** Go to [www.moare.com](http://www.moare.com) and download all application materials for **Fairfax R-III**.

Applicants are advised to email a copy of all application materials to the Search Consultant listed below:

**Fairfax R-III Superintendent Search**

**Attn: Dr. Michael Jinks, Search Consultant**  
**116 Fairview Avenue**  
**Warrensburg, Missouri 64093**



**Other Contact Information:**

**Phone #: (660) 441-7473**  
**Fax #: (660) 747-8160**  
**Email: [19mj46@charter.net](mailto:19mj46@charter.net)**

Applicants are asked to not make direct contact with the Board of Education members. Initial applications will be kept confidential; however, all applications, letters of reference, resumes, transcripts, credentials, etc., for the purpose of this application process will, upon receipt, become the sole property of the **Fairfax R-III Board of Education**, and shall remain their property indefinitely.

**APPLICATION GUIDELINES**

- Submit a completed application form and current resume with three letters of reference.
- Include a cover letter directed to the **Fairfax R-III Board of Education**. (Describe reasons for interest in the position and provide a record of significant accomplishments over the past five years.)
- Provide evidence of Missouri Superintendent Certificate (copy of certificate).
- Provide transcripts and current placement papers or credentials.
- Include any other supporting documents that would enhance the application file.
- Please note that the selected finalist must provide a copy of his/her most recent background check prior to official employment.

**STATEMENT OF NON-DISCRIMINATION:** Applicants for admission and employment, students and employees of the **Fairfax R-III School District** are hereby notified that this institution does not discriminate on the basis of race, color, creed, religion, national origin, sex, age or handicap in admission or access to, or treatment of employment in its programs and activities. Any person implementing Title IX or Section 504 is directed to contact Mr. Nick Kemerling, Fairfax R-III School District, 500 Main Street, Fairfax, Missouri, 64446. Phone Number: (660) 686-2421.