**Director of Finance and Operations**

*Interview Questions*

*Please take 3-4 minutes to bring your resume to life as it pertains to the Director of Finance and Operations position, including how this role supports your philosophy of education, and why Happy Valley Public Schools is a good fit.*

1. From a standpoint of your own career, please describe three of the most important accomplishments you have made as a Business Administrator (or similar position) in the past five years and why?
2. What do you know about Happy Valley Public Schools? And, what do you view as one or two challenges upon which you would focus if you were appointed as our *Director of Finance and Operations*?
3. In your past experience as a district leadership, you’ve likely implemented changes, systems, or messaging that you believed were “big levers” for improvement.  How did you identify what those “levers” were? How would you identify those levers in Happy Valley?
4. Describe how you have worked with town boards, municipal offices, and taxpayers to create an understanding of school budget requirements and resulting funding needs?
5. Describe an ideal budget process for a school district.
6. What are your experiences supervising facilities, food services, information technology, and transportation?
7. Tell us about your experiences with school building projects.  What do you envision your role to be in this process?
8. How have you used tech systems to improve and enhance efficiency of school business operations?
9. Please discuss your philosophy on supervising and evaluating staff.  Specifically, in dealing with staff, what have been some of the major issues you've dealt with and what concrete steps have you taken to overcome them?
10. If you were selected for this position, what would you do during your first 90 days on the job?

What questions do you have for us?