

ADM CSD

SCHOOL BUSINESS MANAGER



AA/EOE

[APPLY HERE!](#)

[DISTRICT WEBSITE](#)

DECEMBER 1

ABOUT ADEL DESOTO MINBURN (ADM):

Recognized as a “high performing district” on the Iowa School Report Card, the Adel DeSoto Minburn Community School District is the combination of three growing towns. Our district is located in Central Iowa approximately 20 minutes west of Des Moines. ADM has 5 buildings placed throughout the district. Adel Elementary is located in Adel and houses PK-1 grade multiple section classrooms. Meadow View Elementary is located in Adel and houses 2-4 grade multiple section classrooms. DeSoto Intermediate is located in DeSoto and houses 5-6 grade multiple section classrooms. The Middle School is located in Adel and houses 7-8 multiple section classrooms. The High School is located in Adel and houses 9-12 multiple section classrooms. Collectively, the district educates over 2200 students.

OUR MISSION

We are committed to engaging ALL students in a challenging and supportive environment that ensures ALL students learn at high levels



REQUIRED QUALIFICATIONS

- SBO Authorization (or plan to obtain authorization)
- Understanding of Iowa school finance

DESIRED QUALIFICATIONS

- Previous experience in similar role
- Strong accounting background
- Experience with payroll
- Experience with human resources
- Strong communication skills

KEY JOB RESPONSIBILITIES

- Financial leadership
- Operation management
- Board treasurer

HIRING TIMELINE

Oct. 31- Dec. 1 Application period
Week of Dec. 10 Formal interviews

SALARY RANGE

- \$120,000 to \$150,000 (dependent on experience)
- Family insurance is available (salary can cover the cost or be taken instead of insurance)

VISIT SEARCH FIRM WEBSITE OR REACH OUT TO THE CONSULTANTS AT:

GRUNDMEYER LEADER SERVICES

WWW.GRUNDMEYERLEADERSEARCH.COM

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