

*An Invitation to Apply for the Position of:*

# **Superintendent of Schools**

**With Additional Administrative Duties Determined by Experience**



## **Hot Springs School District Hot Springs, SD**

### ***APPLICATION GUIDELINES***

#### *Application Process:*

To be considered for this position, the required documents must be submitted and received no later than **Noon Mountain Time on February 20, 2026**, to Wendy Bilbruck, Business Manager at [wendy.bilbruck@k12.sd.us](mailto:wendy.bilbruck@k12.sd.us).

#### *Timelines:*

- Advertisement for the position: **January 30, 2026**
- Application deadline: **February 20, 2026**
- Candidate selection: **February 23, 2026**
- Interviews: **February 28, 2026**
- Starting Date: **July 1, 2026**

#### *Requirements Include:*

- A letter of interest to include reasons for interest in the position, experiences, personal qualifications, and statistical information about current district;
- Current resume;
- Two letters of reference;
- Email addresses for two additional references

#### *For questions contact:*

Wendy Bilbruck, Business Manager, 605-745-4145 or [wendy.bilbruck@k12.sd.us](mailto:wendy.bilbruck@k12.sd.us)

- Applicants, and/or their designees, should not contact members of the Board of Education during this search process.
- Names of applicants will be held in strict confidence.
- Hot Springs School District shall not discriminate based on gender, race, national origin, religion, creed, age, marital status, sexual orientation, or disability.
- The Hot Springs School District is an equal opportunity employer.

## THE POSITION

School District Superintendent with other duties as assigned by the school board based on district needs and the expertise of the selected candidate. The salary for the position will be a [competitive salary to be negotiated, based on experience and district needs](#), plus benefits, depending on education and experience of the selected candidate.

### *Qualifications:*

The candidate must have the background, skills, and abilities essential for providing excellence in educational leadership for the Hot Springs School District. The Board recognizes that selecting a Superintendent of Schools is one of the most important decisions for a School Board.

The successful candidate of choice should possess the following characteristics:

- Provide a strategic vision for the school district;
- Hold self and others accountable to high standards of performance;
- Accessibility and open-mindedness;
- Consideration of all points of view before making decisions;
- Effective communication skills at all levels;
- Ability to deal directly and fairly with faculty, staff, students, parents, and community members;
- High visibility and engagement with the school and community;
- Strong fiscal management;
- Understanding of diversity and its impact on the educational environment;
- Exhibits self-confidence, models integrity, and inspires trust.

## THE DISTRICT PROFILE

### *Student Enrollment Fall of 2025 - DOE:*

- Total 660



*District Website:*

- <https://www.hssd.k12.sd.us/>

*Department of Education Statistical Digest:*

- <https://doe.sd.gov/ofm/documents/2025/HotSprings.pdf>

*School District Board of Education*

Dave Hoskins, President, Ryan Walz, Vice President, Jason Mazzocchio, Kelly Bilbrey, Brian Jarding, Shannon McClure, Sharon Romey

## THE COMMUNITY

Known as the Southern Gateway of the Black Hills, Hot Springs is home to more than 3,500 people and is the county seat of Fall River County.

Flanked by majestic old Battle Mountain and the Seven Sisters Range and is in the vale of the Minnekahta, which are warm springs, Hot Springs features the majestic beauty of the Black Hills combined with abundant attractions and a thriving small-town atmosphere.

Hot Springs is just 57 miles from Rapid City, the largest city in West River South Dakota, and is just 35 miles from the Nebraska and Wyoming borders.

<https://www.hs-sd.org/>

