



Stewartsville C-2 School District

902 Buchanan Street

Stewartsville, Missouri 64490



816-669-3792 Superintendent's Office / 816-669-3258 Principal's Office / 816-669-8125 Fax

A **Transportation Director** for the **Stewartsville C-2 School District** will manage the transportation of a tight-knit rural community serving approximately 270 students. This role requires a balance of high-level administrative oversight and "hands-on" community engagement typical of a small district environment.

Stewartsville C-2 Core Responsibilities

- **Fleet Oversight & Modernization:**

- Manages the district's bus fleet, including recent initiatives to upgrade to **71-passenger propane buses**.
- Ensures all vehicles pass rigorous Missouri State Highway Patrol inspections and ensure compliance with all federal, state, and local transportation regulations.
- Coordinates driver training, safety drills, drug testing, and vehicle maintenance schedules.
- Recruit and train bus drivers.
- Supervise bus drivers, bus aides, and substitute drivers.
- Monitor fuel usage, maintenance costs, mileage logs, and budget expenditures.

- **Routing & Dispatch:**

- Develop and maintain efficient bus routes for our 3 morning and afternoon routes in and around Stewartsville to ensure timely and safe transportation of students.
- Schedule and monitor our Vo-Tech route in accordance with the SJSD academic calendar.
- Schedule bus drivers for athletic trips, activity trips, and field trips.

- **Multi-District Shuttling:** Coordinates specialty transportation, such as the athletic shuttles between **Stewartsville and Osborn** for our shared sports programs.

- **Safety & Discipline:** Implements district safety protocols and manages student behavior on buses according to district policy. Reports safety and discipline incidents to administration.

- **Inclement Weather Coordination:** Collaborates directly with the **Superintendent** to assess road conditions and determine school delays or "No School" alerts during winter weather.



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District-Specific Requirements

- **Certification:** Must possess a valid **Class B Missouri CDL** with **Passenger (P)** and **School Bus (S)** endorsements.
- **Experience:** Bachelors degree preferred, high school diploma required and a minimum of three years successful experience in transportation management or related field.
- **Community Fit:** The district seeks "student-centered" staff who want to join the "**Cardinal Family**". Success in this role requires a growth mindset and a commitment to being an active member of the district leadership team.
- **Hands-On Capability:** The director will drive a daily route as part of their assigned responsibility.
- **Qualities:** Strong organizational, communication, and leadership skills. Ability to work collaboratively with staff, students, and families. Basic computer skills required (email, spreadsheets, and report generation).

Terms of Employment:

- 10.5 month position (August - Mid June)
- Professional Development Opportunities.
- Benefits include health insurance, retirement, and leave in accordance with district policy.
- Starting salary \$30,000

How to Apply:

Stewartsville C-2 uses a specific application process managed through their central office:

1. **Application Form:** Access the district's [Non-Certified Staff Application](#) via their website.
2. **Required Documents:** You must submit a cover letter, resume, letters of recommendation, and copies of your current certifications.
3. **Submission:** Completed applications should be emailed to the District Superintendent, Brett Jones, at bjones@stewartsville.k12.mo.us.