

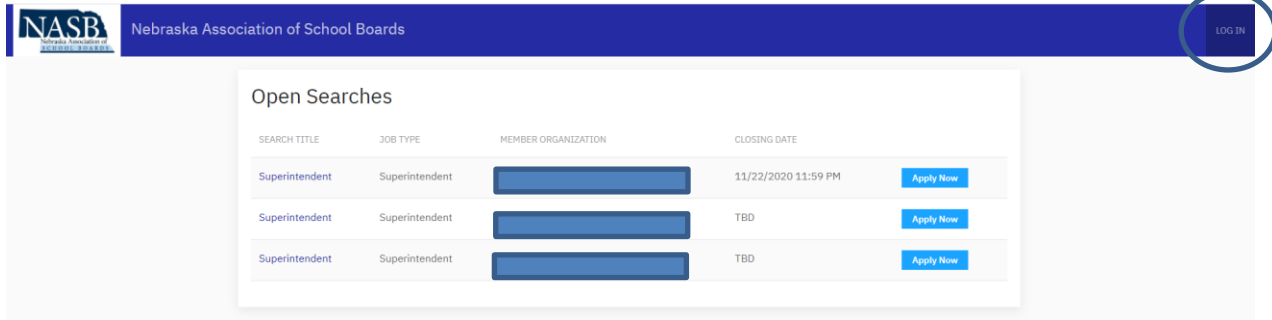
## Welcome to NASB's application management system, Revelus!

All NASB searches will utilize this online application management system. Your information and materials will be seen by the NASB search team for the district(s)/ESU you are applying.

1. Set up your Revelus Profile
2. Apply to your district(s)/ESU of interest

<https://nasb.myrevelus.com/>

### 1. Log In



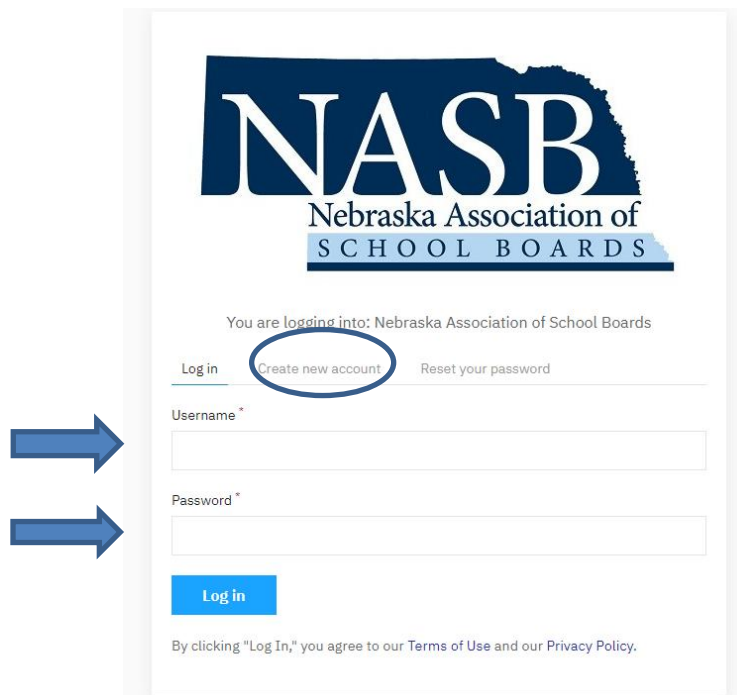
**NASB** Nebraska Association of School Boards

**LOG IN**

Open Searches

SEARCH TITLE	JOB TYPE	MEMBER ORGANIZATION	CLOSING DATE	
Superintendent	Superintendent		11/22/2020 11:59 PM	<a href="#">Apply Now</a>
Superintendent	Superintendent		TBD	<a href="#">Apply Now</a>
Superintendent	Superintendent		TBD	<a href="#">Apply Now</a>

2. This system was new to NASB in 2020. If you have not used the Revelus system, you may be able to access your old information by signing in with your old username and password fields. Your username is your full email address. If you no longer have access to the old email, you will need to create a new account. If you are a new user, you will need to create a new account.



**NASB**  
Nebraska Association of  
SCHOOL BOARDS

You are logging into: Nebraska Association of School Boards

[Log in](#) [Create new account](#) [Reset your password](#)

Username \*

Password \*

[Log in](#)

By clicking "Log In," you agree to our [Terms of Use](#) and our [Privacy Policy](#).

### 3. Complete a Revelus Profile

#### a. Your Profile

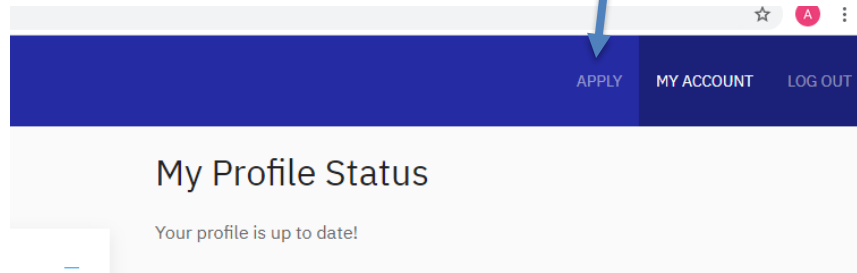
- Must be complete PRIOR to applying for any position
- Must have personal documents in **PDF** Format
- Is editable, after all fields/pages are complete and prior to submitting an application
- Will automatically be included as part of your application materials for each position for which you apply.

The screenshot shows a web interface for managing a profile. On the left, a sidebar lists various profile sections: Name, Address, Personal Information, Veterans Preference, Education History, Work History, Certifications, Resume, Files, References, Additional Questions, Forms, and Release Form. The 'Name' section is currently expanded, showing a text input field with a blue placeholder and an 'Edit' button. To the right of the sidebar, the main content area is titled 'My Profile Status' and displays the message 'Your profile is up to date!'.

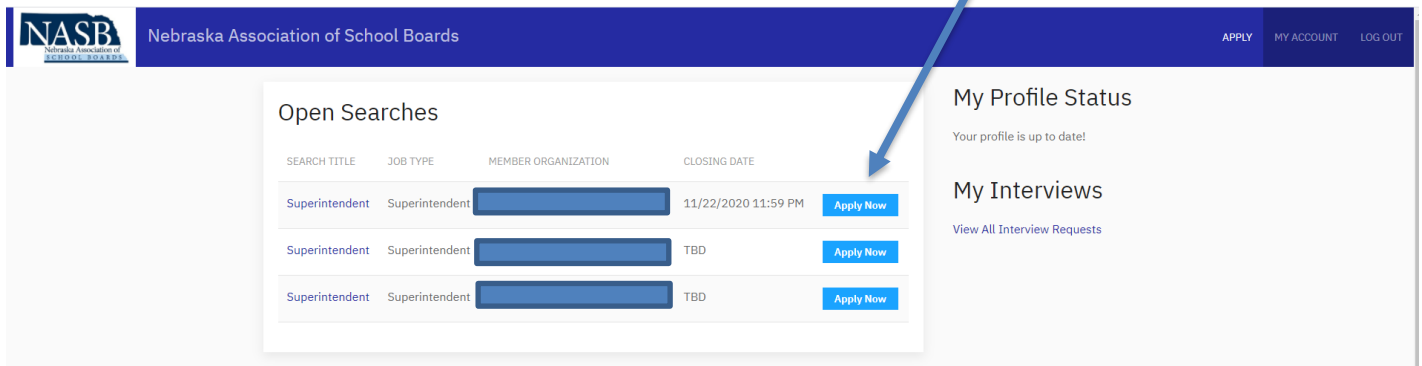
### 4. Profile Requirements

- Complete ALL Profile areas, including the questions
- Three Reference Letters
- The system will only allow **PDF** versions of Resume, Certificate, Transcript(s), Release Form

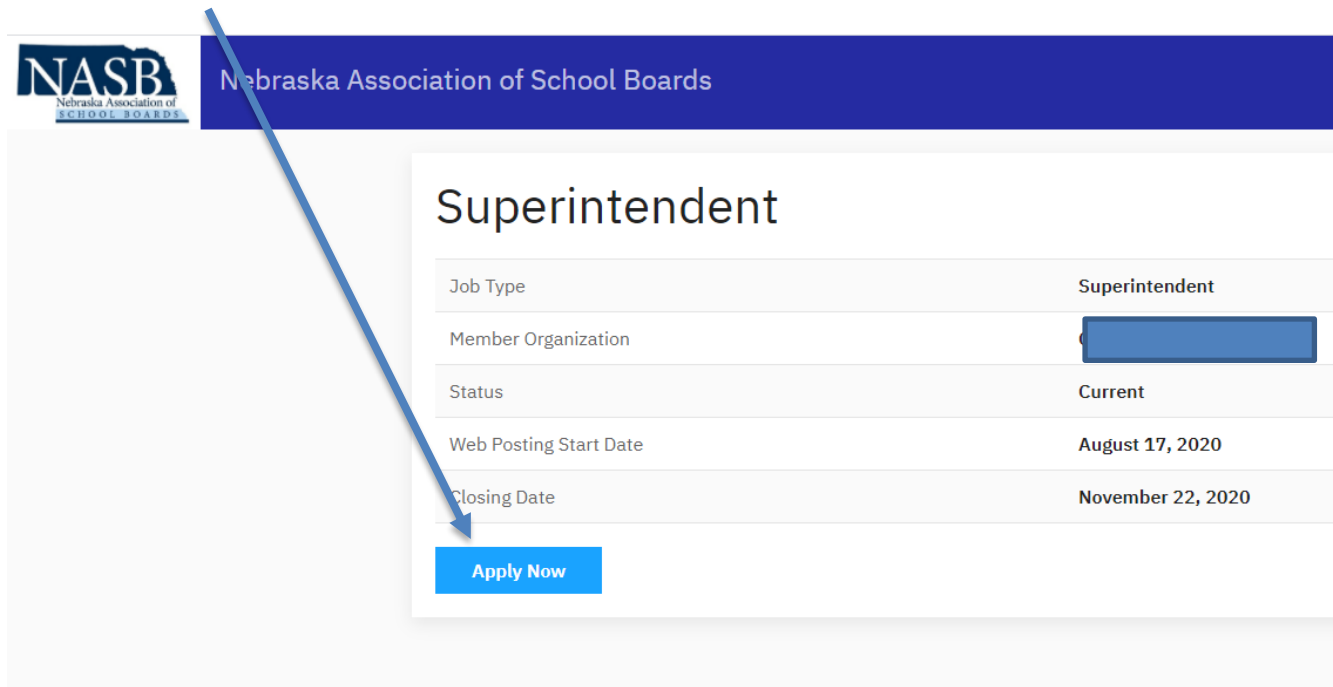
- When you are ready to apply for a position click on the apply button



- Once you are on the Home Page you can select the district you are applying for



- Click the Apply Now button



8. Apply

- a. Complete any District/ESU specific application statements or questions
- b. Upload a specific letter of interest and resume OR check to use the one in your profile
- c. Sign Application (check the box for acceptance and verification of the application)
- d. Submit your application

## Application for Superintendent at [REDACTED]

### Upload your Letter of Interest \*

No file chosen

### Select a resume (PDF file only)

☒ Attach resume file ☐ Use existing resume

No file chosen

One file only.  
50 MB limit.  
Allowed types: pdf.

### When are you available to start this position? ? \*

06/30/2020



### How did you learn of this vacancy?

- Select -

### Applicant Signature

☐ I understand that my application cannot be changed after it is submitted

☐ Checking this box will act as your signature and verify that you accept the terms of the application

You did it! If you have any questions, please contact Shari at [sbecker@nasbonline.org](mailto:sbecker@nasbonline.org) for assistance.  
You can also click the “Need help?” button in the bottom right corner of the screen to request help.