

# stRita School for the Deaf



## PRESIDENT

June 18, 2018

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING



# CLIENT BACKGROUND

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St. Rita School for the Deaf (<http://www.srsdeaf.org>) is a Catholic, co-educational, pre K-12 grade, in addition to a Career 2 program serving students up to age 22. For 103 years we have served the deaf and hard of hearing community, but in recent years we have expanded our services to include children with communication needs including those with Apraxia and those on the Autism Spectrum. Our Core Values embody our emphasis on Communication, Catholic, Family, Education and Innovation in a safe, enriching environment. The Archdiocese of Cincinnati requires that this position be held by an individual who is a Practicing Catholic.

## OVERVIEW

**The President provides leadership to achieve the fullest attainment of the mission of St. Rita School for the Deaf (SRSD).**

The President is accountable to the Board of Limited Jurisdiction but will operate with appropriate autonomy and responsibility for overall management of the school and the faith community, policy development, finances and facilities, institutional advancement, external communications, public relations, recruitment, and enrollment. The President serves as an administrative officer of the Board of Limited Jurisdiction and serves on the board as ex-officio member without vote. The President is the overall leader and facilitator of the school and bears ultimate responsibility for the integration of faith and culture, consistent with the mission and core values of St. Rita School for the Deaf.

# Primary Duties & Responsibilities

**POSITION: President**

**DEPARTMENT: Administration**

**REPORTS TO: Archbishop of Cincinnati**

Collaborates with the Board of Limited Jurisdiction and the Cincinnati Archdiocesan Catholic Schools Office

## GENERAL AUTHORITY

The President is given responsibility and authority by the Archdiocese and the Board of Limited Jurisdiction for fulfillment of its goals and policies.

## QUALIFICATIONS/SKILLS:

The President will demonstrate a strong commitment to the educational and religious values of the Catholic Church and must be a practicing Catholic who demonstrates a collaborative leadership style, superior communication skills, strong interpersonal skills and possesses the appropriate education and experience to fulfill the requirements of the position. Strong financial and general management skills desired.

This will include an ability to develop a working knowledge of American Sign Language (ASL), understanding of the deaf culture, and understanding the curriculum relative to early childhood through 12<sup>th</sup> Grade. It is critical that the President has the ability to form, motivate, and manage an internal administrative team and build relationships throughout the St. Rita community.

## KEY ACCOUNTABILITIES:





- A strong and vibrant faith community among students, faculty, staff, parents and alumnae centered on the St. Rita mission and core values.
- Comprehensive strategic planning to achieve goals of St. Rita School for the Deaf.
- Successful fundraising providing resources as required to meet the operating and capital needs, both long and short-term in conjunction with the Development Department.
- Fiscal responsibility for the school, including appropriate financial procedures and controls.
- Communications programs; publications and activities that support a well-informed constituency and positive perception among all audiences of SRSD's goals and activities.
- Assure that all faculty and staff are evaluated on an annual basis with performance goals as appropriate.
- Development and implementation of policy as directed by the Board of Limited Jurisdiction to govern operations of St. Rita School for the Deaf.
- Annually evaluate all personnel directly reporting to the President.

# Primary Duties & Responsibilities

## OVERALL POLICY:

- Hire and supervise the Vice-President
- Meet regularly with St. Rita's Leadership Team comprised of:
  - Vice-President
  - Principals
  - Director Finance & Operations
  - Director of Development
- Present policy issues and recommendations to the Board of Limited Jurisdiction
- Monitor the administration of policy in all areas
- Annually, with the leadership team, review the employee and student/parent handbooks
- Board of Limited Jurisdiction
- Serves on the Limited Board of Jurisdiction as an ex-officio member without vote and serves as an ex officio member on all Board committees. Committees include: Strategic Planning; Plant and Grounds ; Development/Communications/Public Relations; Finance; Other
- Upon recommendation of the department supervisor, approve hiring and dismissing of faculty, academic staff, and other staff members
- Serve as a liaison with legal counsel

# Other

<b>Benefits</b>		This position offers comprehensive benefits and retirement plan. Details available from Human Resources.
<b>Compensation</b>		Highly Competitive.
<b>Expected Travel</b>		20-30%; minimal overnight travel.
<b>Deadline for Application</b>		July 15, 2018

For consideration, please email resume to:

Pamela Beech VP  
Catholic Recruiter Associates  
[pbeech@catholicrecruiter.com](mailto:pbeech@catholicrecruiter.com)

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