



ST. MARY'S SPRINGS  
Academy



# PRESIDENT

St. Mary's Springs Academy  
Fond du Lac, Wisconsin

February 2019

CATHOLIC RECRUITER ASSOCIATES

EXECUTIVE SEARCH • MANAGEMENT CONSULTING

# PRESIDENT

[www.smsacademy.org](http://www.smsacademy.org)



## About the School

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What began as an initiative to provide Catholic education to immigrant children living in frontier Wisconsin more than a century ago has blossomed into the rich legacy of academic excellence and servant leadership that shine as pillars of St. Mary's Springs Academy today. From its humble beginnings as a one-room parish school and the transformation of an all-girls boarding school – founded by the Congregation of Sisters of St. Agnes – to a co-educational institution serving Fond du Lac and surrounding communities, SMSA has maintained its commitment to faith, knowledge, and community.

Throughout the consolidation of five parish schools and the merging of the elementary and high schools, SMSA has continued to serve multiple generations of students, fostering a love for learning and guiding and inspiring future leaders. Responding to the needs of students and families, our school has evolved to meet new challenges and embrace exciting opportunities for growth and enrichment, including the construction of a combined K-12 campus that opened in Fall 2016.

Our students embark on an academic, faith-based journey, which prepares them to excel in higher education and professional endeavors, build positive relationships, and carry on the fundamental Christian values that serve as our guiding principles. Each member of our extended SMSA family – friends, supporters, alumni, faculty, and staff – serves as a testament to the rich tradition of Catholic education at St. Mary's Springs Academy.

# Description

St. Mary's Springs Academy is seeking nominations and applications for the position of President to serve its PreK - Grade 12 System. The System seeks an engaging and inspirational leader to continue to build upon its rich history, which began in 1909. The President will report directly to the Board of Directors. She/he will be responsible for all external relations, fundraising, fiscal health, management of System leadership and day-to-day operations, as well as guiding the overall mission and vision for the System.

St. Mary's Springs Academy is located in Fond du Lac, Wisconsin, just 45 miles from all major metropolitan areas including Milwaukee, Appleton and Madison. In Fall 2016, SMSA completed a \$26.5 million capital campaign and opened the doors to a new consolidated campus, now home to 890 students and 125 staff members. Fond du Lac (meaning "foot of the lake") sits at the southern shore of Lake Winnebago. The school itself resides on "the Ledge" of the city; a ridge of ledgerock that runs along the eastern edge of the Fond du Lac and serves as the southern point of the Niagara escarpment, providing an incredible view over the city.

## The President of St. Mary's Springs Academy

The President is the Chief Executive Officer of St. Mary's Springs Academy, reports to the Board of Directors, and oversees all facets of the operation including academic affairs, student life, fundraising, alumni relations, business partnerships, marketing and public relations, physical plant, budget, business affairs, facilities, and the associated personnel in these areas. The President must have a keen appreciation of the values and traditions of Catholic doctrine and moral teachings. The successful candidate must be a strategic and visionary thinker with a transparent, collaborative and experienced leadership style. He/she must be able to relate successfully with multiple and varied constituencies, including faculty/staff, stakeholders and families of SMSA, all essential to the ongoing growth and development of the System. She/he must be a passionate communicator, successful fundraiser, and seasoned, responsible financial manager. The President is the chief spokesperson for the System for both internal and external constituencies and must be able to inspire support from all stakeholders. The successful candidate should have a strong record of intellectual and administrative accomplishments and a broad understanding of educational administrative leadership.

The President is hired, reviewed by, and accountable to the SMSA Board of Directors and is a non-voting member of the Board of Trustees. The President's direct reports include the following: MS/HS Principal and Elementary Principal, Assistant to the President, Chief Development Officer and the Directors of: Business Operations/Finance, Enrollment, Campus Ministry, Information Technology, Athletics, and Pupil Services.

# Description (cont.)

## Areas of Emphasis for the President

The President of St. Mary's Springs Academy must be a visionary leader who will embrace the character, values, and traditions of the SMSA community and the Catholic faith and carry them forward in new and innovative ways. Specifically, the President will:

- Serve as the CEO, providing strategic direction and oversight of the System's academics, spirituality, fiscal health, advancement opportunities, enrollment management, physical plant and supervisory operations.
- Ensure the Catholic mission of the System is developed and promoted among stakeholders.
- Collaborate with the Board of Directors, Chief Development Officer, and advancement staff to develop strategic relationships with a goal toward securing increased philanthropic revenues.
- Cultivate, solicit, and steward a portfolio of donors; create strategic action plans for top prospects with the intent of deepening relationships on behalf of the System, leading to increased comprehensive giving, including annual, capital, and deferred gifts.
- Strengthen the System's external relations through programming, affinity groups, vibrant community relations, and constituent outreach to effectively message SMSA's brand, values, and reputation for excellence across current and prospective stakeholders.
- Manage long-term planning for the System including institutional advancement, capital funding and facilities, and institutional resources.
- Serve as primary administrator of both the Wisconsin Parental Choice Program (voucher) and Special Needs Scholarship Program.
- Serve as the primary liaison between the System, Board of Directors and support committees of the Board.
- Direct the process by which the System arrives at its statements of vision, mission, and philosophy; implements the process by which these are periodically reviewed.
- Ensure the fiscal health and viability of the System through sound financial stewardship and integrity.
- Prepare the annual System budget in collaboration with the finance committee and Director of Business Operations and supervise its implementation.
- Direct and oversee the completion of capital improvement projects, purchase of capital equipment.



# Qualifications and Preferences

- Master's degree or above in Education Administration or an advanced degree and/or equivalent working experience in Marketing/Public Relations, Communications, Business or related area. Preference will be given to a candidate with successful administrative experience in a Catholic secondary school.
- Must be a practicing Catholic, in good standing with the Church.
- Demonstrated commitment to and appreciation for Catholic, faith-based education.
- Demonstrated ability to develop strategic and action plans, aligning resources, teamwork and accountability to achieve goals.
- Strong working knowledge of school/non-profit finance, including effective management of multi-million dollar budgets; wage, salary and benefits; and awareness of investing and the market.
- Proven track record of attracting, developing, coaching and retaining exceptional team members.
- Passion for and commitment to SMSA's faith-filled mission and Catholic values.
- Proven fundraising success, preferably in an academic setting.
- Demonstrated ability to foster a culture of collaboration among faculty and staff.
- Proven servant leader with ability to support spiritual and intellectual growth of team members.
- Evidence of inspirational, entrepreneurial, and energetic leadership style.
- Enjoyment of interaction with members of the school's community, including students, staff, faculty, alumnae, and parents.
- Evidence of an ability to analyze and utilize data to increase student achievement.
- Excellent written and oral communication skills.
- Substantial teaching experience preferred.

# Other

<b>Salary:</b>	○ Commensurate with background, education and experience
<b>To apply, please include:</b>	○ <ul style="list-style-type: none"><li>• Cover letter describing background and qualifications for this position.</li><li>• Current resume</li><li>• Be prepared to supply upon request 3-4 references with contact information</li><li>• Supplemental information for the search committee (to be discussed)</li></ul>
<b>Application deadline:</b>	○ <b>May 15, 2019</b> (the search may terminate earlier should a candidate be selected and accept)
<b>For consideration, please email resume to:</b>	○ Arlene McSweeney, Ed.D. Senior Vice President Catholic Recruiter Associates <a href="mailto:Arlene@CatholicRecruiter.com">Arlene@CatholicRecruiter.com</a> <i>Only those accepted for an interview with the search committee will be responded to by Catholic Recruiter Associates</i>

Search managed by:

**CATHOLIC RECRUITER ASSOCIATES**

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