

PRESIDENT – POSITION DESCRIPTION

A Catholic school in the Jesuit tradition, Loyola was founded as a concerned response to the pressing need for urban male education in Detroit and its nearby communities and is a joint venture between the Archdiocese of Detroit and the Jesuits of the USA Midwest Province. With the strong involvement of parents and staff at every step of the way, it aims to produce graduates who are truly “men for others” and who demonstrate the level of academic, physical, social and spiritual growth envisioned in the school's mission.

As Loyola celebrates its 25th year, the school continues to address challenges and opportunities that will mark the next 25 years and remains committed to its original mission to help students find success in high school and beyond. Our students often enter one or more grade-levels behind in reading or math but are challenged to rise above their present trajectories and show ongoing improvement. With an enrollment over 140 students each year, the Loyola model works by creating a strong community of students, parents and staff to support the young men at school and at home. We offer a work-study program to our junior and senior students where they work in a professional setting one day per week and five days per month during the school year.

All members of recent graduating classes have been accepted into at least one college or university, and they have found ongoing success in the classroom and the workplace. They testify to the fact that Loyola is a school that works, forming the young men of today into better men for the future of our city and our world.

Loyola develops its students in the model set forth by the “Graduate at Graduation,” the benchmark for all Jesuit high school graduates. They will be: Open to Growth, Intellectually Competent, Loving, Religious, and Committed to Justice.

We commit ourselves to offering the highest level of education and formation to young men who might not otherwise qualify or be able to afford the standard of excellence we offer at Loyola High School. All students have the opportunity for financial support to assist with the modest tuition. A wide range of students find a home at Loyola in our caring and nurturing environment.

THE POSITION OF PRESIDENT

As the chief executive officer of the school, the President works with the Board of Directors to develop policies of the Board of Directors and then has overall responsibility for the implementation of those policies, for the management of Loyola and for providing leadership to its educational mission and values consistent with the Roman Catholic faith and the Society of Jesus.

- Overall, the President's highest priority is to successfully implement the school's strategic plan through sound fiscal management of the school and leading the Development program that achieves the plan's goals and objectives.
- The President, as the chief religious officer, must maintain and nurture the Jesuit, Catholic identity of Loyola while appreciating and including other faith traditions.

- The President must model, articulate, communicate, and implement the philosophy and mission of Loyola.
- The President must be an effective communicator with all of the School's constituents – students, parents, teachers, staff, alumni, board of directors, neighborhoods, donors and other benefactors and stakeholders.
- The President must have the ability to establish and manage a performance-driven culture in which the President holds management, volunteers and others accountable for executing tasks and in which the President is held accountable to the Board for executing tasks.
- The President creates and fosters a stimulating and professional community environment in which faculty and staff interact to discuss and resolve academic and related operational issues.
- The President is the institutional spokesperson and embodies Loyola to its varied constituencies, not only internally, but also, and most importantly, externally.
- The President is hired by, and reports to, the Loyola Board of Directors with the approval of the Provincial of the Midwest Province of the Society of Jesus and the Archbishop of Detroit.
- Supported by the Principal, the President is charged with sustaining the academic reputation of the school and strengthening ongoing relationships within the community, the City of Detroit, and surrounding communities.
- The President oversees the Development program and, as a result, must expect to travel at times to achieve the Development program goals and objectives, as well as attend professional and mission-based programs and conferences.

Whether Jesuit or lay, the President is missioned to the position as Director of Work, ultimately accountable to the Archbishop of Detroit and the Provincial for the Jesuits of the USA Midwest Province for Loyola High School as an apostolic work of the Catholic Church and Society of Jesus.

JOB DUTIES

Specific responsibilities of the President include oversight of the implementation of Ignatian Pedagogy and the spiritual direction of the school in a manner faithful to Roman Catholic and Jesuit education. The President is the primary contact and presence with the Society of Jesus Midwest Province, the Archdiocese of Detroit, and the State Department of Education in addition to other agencies and organizations.

The President must work effectively with the Director of Advancement to ensure that fundraising objectives, including endowment, annual giving and capital initiatives, are achieved to meet the present and future needs of Loyola. The President oversees relationships with potential donors as well as the solicitation of grants and donations from alumni, foundations, trusts, organizations, and select individuals. The President must enthusiastically engage alumni, parent groups and related stakeholders when appropriate at select events, initiatives and activities.

The President oversees all of the business operations, finances and development of the annual budget for final approval by the Board of Directors. The President is responsible for supervision, evaluation and professional development of all personnel under his/her direction.

Along with the principal, the President provides direction to the faculty in their work of promoting the mission of the school and fosters an atmosphere of learning, achievement, cooperation, and spirituality in accordance with the goals of the Jesuit Schools Network (JSN), the Midwest Province, the Archdiocese of Detroit, and the Michigan Association of Non-Public Schools (MANS).

The specific duties of the President and the decision-making authority related to such assignments are as established in the working relationship between the President and the Board of Directors.

OTHER RESPONSIBILITIES

- Working with the surrounding community and school staff, provide overarching strategy and planning for recruiting new students and increasing enrollment.
- Continue the emphasis of each graduating student being college-ready (*i.e.*, being accepted into at least one college or university), regardless of whether the student desires to attend college.
- Enhance and grow the Loyola Work Experience Program (*i.e.*, LWEP).
- Represent the school at functions sponsored by the Archdiocese of Detroit, the Midwest Province Jesuits, and the national Jesuit Schools Network.

GOVERNANCE AND OPERATIONS

The President reports to the Board of Directors which, in turn, is elected by the Board of Members (two representatives from the Midwest Province of the Society of Jesus and two representatives of the Archdiocese).

The administration of the school operates under a team model, with the President overseeing the activities of his direct reports, including the Principal, Advancement Director, Business Manager and Communications Manager.

The Board has the expectation that the President will delegate responsibility, provide effective and appropriate supervision and evaluation of direct reports, and exercise the leadership to advance the mission and vision of Loyola High School.

CANDIDATE QUALIFICATIONS AND SKILLS

The President has a genuine understanding, passion and commitment to the mission and identity of Loyola as a Catholic school in the Jesuit tradition of education. The President will be a dynamic, creative and visionary, forward-thinking and innovative leader who fosters learning, growth and collaboration inside and outside the classroom.

In addition to being a person of faith, the successful candidate will lead Loyola into the next phase with enthusiasm for and expertise in urban education, high interpersonal skills and good problem identification and solving. This is an ideal position for the person who likes challenges and working with good people to share a vision for a school of excellence in all areas.

Successful Traits and Characteristics

- High energy executive that demonstrates a bias for action;
- Has strong business acumen;
- Possesses a genuine affection for the human and Christian education of the young, especially in an urban setting;
- Has the ability and willingness to relate to students as well as be visible to and interact with them regularly on campus and at school events;

- Has an accessible and approachable style, with a willingness to listen and encourage the development of new ideas while also offering creative solutions to a variety of challenges;
- Respects the dignity of every person and models the behavior that demonstrates appreciation for all individuals;
- Possesses a successful track record of working collaboratively within a school community in a broad leadership role;
- Has a proven ability to create an environment where individuals motivate themselves and can develop teams; and
- Possesses both oral and written presentation skills that inspire confidence with internal and external audiences.

Minimum Requirements

- Is a practicing Catholic, with a strong commitment to implementing the Jesuit educational methodology and to continuous immersion in the Jesuit tradition;
- Undergraduate Degree;
- Proven track record of achievement in or transferable skills with respect to Development, Sales or other Business / Institutional Development (*e.g.* Annual Fund, Endowment building, Capital Campaign, Planned Giving);
- Demonstrated capacity for broad institutional leadership (can be obtained through a variety of career paths including: education, non-profit or corporate career tracks);
- Previous budget management experience; and
- Strong communications skills.

Preferred Requirements

- Advanced degree (*e.g.* Education, Religion, Business or other related degree).

SUBMISSIONS

The candidate should provide the following information on a confidential basis to the below indicated individuals no later than September 30, 2018:

Daudlin, De Beaupre and Company
(313-885-1235)

Paul Daudlin, ptd@daudlindebeaupre.com

Katherine Daudlin Shubnell, kjds@daudlindebeaupre.com

1. A cover letter explain your interest in and qualifications to be the President of Loyola High School.
2. A brief (one to two pages) personal essay about your educational and administrative philosophy, your vision for the future of Loyola High School and how your background and leadership would enrich Loyola, accelerate the school's momentum and, ultimately, achieve your visions.
3. A current Resume, including your telephone number and email address.
4. Salary requirements.
5. References.