



NATIVITY JESUIT
ACADEMY

President



Like Christ, who came “not to be served, but to serve” (Mark 10:45), Nativity Jesuit transforms students to become men and women for and with others. Nativity Jesuit Academy has partnered with Spano Pratt Executive Search to identify their President.

***This position will begin on July 1, 2021 for the 2021-2022 school year.
Applications will be accepted until February 26, 2021*

For a confidential conversation and to learn more about this opportunity please contact:

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The Organization

As one of the highest-performing Nativity schools in the United States, and the only one in Wisconsin, Nativity Jesuit is poised to respond to the growing need of Milwaukee's Latino community, by serving more than 250 students and their families and replacing the cycle of poverty in our community with a cycle of hope and opportunity, enabling all children to realize their full potential.

Nativity Jesuit Academy has responded to better serve the needs of Milwaukee's growing Latino community, evolving from an all-boys middle school to a full co-ed K4-8 academy. The school prepares students, in partnership with their families, for Christian leadership and service in high school, college, and life.

Through a holistic education program, Nativity Jesuit strives to form leaders who are:

- Religious
- Loving
- Seeking intellectual excellence
- Committed to justice
- Open to growth



People are happy at Nativity Jesuit. They know they are loved. They know they are a part of a school community completely dedicated to serving each individual student's needs. They know that Nativity Jesuit is committed to its unique learning model and grounded in the Catholic, Jesuit tradition: faith, learning, service, leadership. Nativity's goal is to replace the cycle of poverty in the Latino community with a cycle of hope and opportunity, by educating youth for a life of Christian leadership and service in the Catholic, Jesuit tradition.

Nativity Jesuit remains committed to these essential elements:

- Strong partnership with families
- Challenging academic environment and extended school day
- Rigorous four-week, residential, academic summer program at the school's Northwoods campus in Oma, Wisconsin. This is our third semester that helps to eliminate the "summer slide" in learning that is common for urban students
- Comprehensive Graduate Support Program that offers extended academic and financial support through high school graduation and beyond

President – Nativity Jesuit Academy

Position Summary

The President is hired by, and responsible to, the Nativity Jesuit Academy Board of Trustees and serves as the overall spiritual and strategic leader of the entire school community. The President also assumes the role of CEO and thereby is accountable for effectively communicating with its Board of Trustees and the USA Jesuit Midwest Province. The President is ultimately responsible for the religious and educational identity of the school, the management and supervision of the staff, and financial health of its future.

The President will have overall responsibility for the management of Nativity Jesuit Academy and for providing leadership to its educational mission and in collaboration with the Jesuit USA Midwest Province and the Jesuit Schools Network. The President will also be the institutional spokesperson representing the school to internal and external community groups to advance both financial viability and enrollment.

The President is responsible to provide the vision for the long-term development and recruitment of new families to the schools. With support from the Principal and other school leaders and staff, the President will work to strengthen the school's academic reputation, fiscal viability and enrollment. In addition, the President will provide leadership, in collaboration with the Board, in the establishment of annual and long-term goals and objectives. The President will work with the Board and staff members to maintain a program of excellence within budgetary constraints. As part of these financial responsibilities, the President will oversee an annual operating budget and work directly with the Board to maintain viability. The President will also lead any capital or endowment campaigns.

Essential Responsibilities

The President will articulate and implement the mission and religious vision of Nativity Jesuit Academy.

- Responsible for inspiring and creating an environment which ignites the passions of faculty, staff and students unifying them in meaningful achievement.
- Implement the Roman Catholic Identity and Jesuit Charism of education and monitor the expression of Catholic Identity, including selection of personnel in consultation with the Principal.
- Act as the school's liaison with the Jesuits USA Midwest Province and act as the-co-liaison with the Principal to the Diocese of Milwaukee.
- Demonstrate and model an enthusiastic appreciation for the history of Jesuit education and Ignatian Spirituality, especially as it relates to Nativity Jesuit Academy and its mission
- Articulate the mission of Nativity Jesuit Academy to alumni, parents, students, faculty, staff and the wider community
- Monitor the expression of Catholic identity in all facets of school life in consultation with the Principal.
- Monitor the selection of personnel so that the values of those employed reflect the mission of the school.

Community and Public Leadership and Student Recruitment

As chief spokesperson for Nativity Jesuit Academy, the President will promote the educational vision within the larger Milwaukee community by communicating the mission to the Board, the Diocese of Milwaukee, and the faculty, students, parents, and alumni with a particular focus on student recruitment and advancement.

- Implement a strong public relations program for the school within the community. (i.e. civic groups, local business community, as well as non-profits and faith-based organizations)

- Serve as the official representative of the school, either in person or through a delegate, to the Diocese of Milwaukee, the Jesuit Schools Network, the State Department of Education, and other agencies and business organizations.
- Supervise and develop metrics for the implementation of the school's marketing, public relations, and other policies related to admissions, recruitment, retention and alumni engagement in collaboration with the Nativity Jesuit Academy Board.

Financial Viability

The President is the chief executive officer and as such is responsible for student recruitment and a development program which maintains the school's financial viability. His/her principal responsibilities are in the areas of financial management, development, personnel and facilities management.

- Financial Management
 - Oversee, with the assistance of the Nativity Jesuit Academy Finance Director, the business operations and school finances.
 - Develop and submit an annual operating budget for Board approval through the Finance Committee and the Finance Director.
 - Make regular budget reports with the Finance Director to the Board.
 - Execute all contracts and agreements, consistent with the directives of the Board.
- Advancement Program
 - Develop and implement a metric driven development program in collaboration with the Advancement Director to meet the present and future needs of Nativity Jesuit Academy.
 - Oversee and evaluate the activities of all advancement: endowment, annual giving, deferred giving, and capital giving.
 - Support and drive fundraising activities in collaboration with the Advancement Team and Board.
 - Fundraising activities include endowment, annual, and capital giving to meet the present and future needs of the school. Cultivation of potential donors as well as the solicitation of grants and donations from foundations, trusts, organizations, and individuals in collaboration with the Advancement Director and the Board of Trustees.
- Personnel and Facilities Management
 - Develop and maintain a program to ensure safety and security of the school facilities to promote safety on our campus and to minimize financial liability or risk along with the Operations Director.
 - Develop a program for overseeing the maintenance and development of physical plant and grounds.
 - Support school principals in human resource management and ensure compliance with Diocesan personnel policies and procedures.

Educational Direction

The President is responsible for ensuring that the educational vision of the USA Midwest Jesuit Province and the Diocese of Milwaukee, the Jesuit Schools Network, and the Board is implemented at the school and with the Principal. As such, he or she has specific leadership responsibilities as the administrative leader to the Board and the Nativity Jesuit Academy community.

- **Administrative Leadership**
 - Hires, supervises and evaluates the Advancement Director, Finance Director, Operations Director, Camp Thunderhead Director and the Principal
 - Sign all employment contracts of school administrators and oversee the Principal in their evaluation of faculty and staff.
 - Develop an effective administration team with the responsibility for supporting and implementing the educational vision, marketing, admissions and advancement of Nativity Jesuit Academy.
 - Coordinate, implement and monitor strategic and long-range planning and development goals.
- **Board Leadership**
 - Report quarterly to the Board of Trustees on the state of the school covering the following areas: Catholic identity, financial viability, student recruitment and retention, long-range planning, educational programs, administrative policy, goals of the President and the administrative team.
 - Assist in the governance of the school by coordinating with the board chair, and Committee Chairs of the Board to present appropriate policy issues before the Board. Serve on all Board committees. Oversee the accreditation, endorsement and review process of the school.

Education, Professional Experience, Attributes and Qualifications

Practicing Catholic, advanced degree, seven or more years relevant educational experience preferred, operations and budget / financial skills, demonstrated knowledge of strong financial planning and analytical skills, good interpersonal and communication skills, motivated leader who can make decisions and manage time well.

FIVE CHARACTERISTICS FOR SUCCESS

The President should possess initiative coupled with a sense of competitive drive, and the ability to stay focused on results despite changing conditions. The five areas below identify behavior traits that will assure better satisfaction, effectiveness, and optimal job performance at Nativity Jesuit:

1. Pace and Variety of Activities – a sense of urgency for goal achievement in varied activities and multiple, simultaneous projects demanding multi--tasking in a fast-paced environment.
2. Focus – focus on results, able to generate ideas, innovate, creatively solve problems, establish rapport, build relationships focused on results, and engage commitment of others.
3. Decision--Making – oriented to solve problems, take risks, be action--oriented and collaborative in making quick decisions amid changing conditions.
4. Communication and Collaboration – extroverted, confident, enthusiastic, and persuasive, stimulating others to action, and collaborative focus on results. Bilingual candidates, able to communicate to families, students, will be strongly considered.
5. Delegation and Leadership Style – distributed leadership based on generalist expertise and knowledge of systems; directive leadership to assure business results are achieved and delegation of details as necessary with follow--up on timeliness and quality.

NOTICE OF NON-DISCRIMINATION: Nativity Jesuit Academy is an equal opportunity employer and will consider all applicants for all positions equally without regard or reference to race, gender, national or ethnic origin, color, age, or disability. All prospective and current employees must be willing to conduct their lives in conformity with the Catholic faith.

Location

In 2004, Nativity Jesuit moved to its current location at 1515 South 29th Street. The school had expanded from an all-boys school to co-ed K4-8. The new campus provided a modern and more spacious setting to educate and guide Nativity Jesuit students. In the fall of 2014, Nativity Jesuit expanded to add elementary grade levels and welcomed its first K4 class which was co-ed as well.



For additional information please visit these sites:

<https://www.youtube.com/watch?v=sBEayQEQSt0>

<https://www.youtube.com/watch?v=Q-25R8LWvRU>

<http://www.nativityjesuit.org/about-us/history/>

<https://biztimes.com/nativity-jesuit-academy-completes-2-5-million-expansion/>