



La Salle Academy

PHILADELPHIA

President
La Salle Academy
Philadelphia, Pennsylvania
<https://lasalleacademy.net/>

THE INSTITUTION

La Salle Academy is an independent Catholic grade school owned by a committed Board of Trustees and grounded in the traditions of the Christian Brothers and the Sisters of Saint Joseph. The school is dedicated to educating at-risk and under-resourced children in grades 3 through 8 and is committed to acknowledging the potential in every child. Opened in West Kensington in 2003, La Salle Academy serves children from across Philadelphia whose parents and guardians desire, but cannot afford, a Catholic education, nurturing the whole child – academically and spiritually – to achieve long-term success.

La Salle Academy provides a small class size, an extended day and year, and the academic, social, and spiritual support necessary for students to be lifelong learners. With a strong awareness of Christ in themselves and others, La Salle Academy students and graduates are confident of their self-worth and will be of service to the communities in which they live.

La Salle Academy offers its students an academically rigorous education designed to prepare them for future success in high school and beyond. Based upon a unique, transformative, and successful model for elementary and middle schools dedicated to serving at-risk students, known as the San Miguel Model, the school operates an 11-month school calendar, extended school day from 8 am to 5 pm, and class sizes not exceeding 15 students. These features allow students to more readily retain lessons learned and reduce the time students spend outside of school.

La Salle Academy's mission is enhanced by a Graduate Support Program, designed to provide students with the assistance necessary to be successful in high school and to be prepared for higher education and the workforce. The services begin in seventh grade with the Graduate Support Director guiding students to research high schools that would be a good fit for each student. La Salle Academy emphasizes continuing students' Catholic education into high school and works to support students' applications for admission and financial aid. The support continues through high school with caring encouragement, mentoring, site visits, and monthly gatherings of La Salle Academy alumni. La Salle Academy boasts a high school graduation rate exceeding 90%, and many of our alumni pursue higher education, join the Military, or secure meaningful employment after high school.

La Salle Academy is more than a school. It is a place where students are loved, nurtured, and feel safe. From morning Assembly, which includes prayer and character development lessons, to daily community circles, liturgies, religion classes, service opportunities, and the peer-mediation program, La Salle Academy students are taught to think, speak, and act with respect toward each other. Equipped with Five Goals – to be Peaceful, to be Responsible, to be Consistent, to be Motivated, and to be Respectful – La Salle Academy students infuse their homes and neighborhoods with this unique spirit.

For additional information, please visit their website <https://lasalleacademy.net/>

THE POSITION

Under the direction and support of the Board of Trustees, the President serves as the chief executive officer, chief ambassador, and governing administrator of La Salle Academy, with responsibilities focused on spiritual and strategic leadership, fiscal management, institutional advancement, Board engagement, and external relations. The President delegates to the Principal responsibility for academic and co-curricular affairs, providing collaboration and support to the Principal in these areas. Guided by faith, the President will lead La Salle Academy by ensuring that it remains true to its mission, promoting that mission to others, and providing a vision and strategy for the future. La Salle Academy's next President has the opportunity to lead the school through a new phase of growth – guided by the results of a nine-month, comprehensive, stakeholder-driven, strategic planning process.

Specific Responsibilities

Strategic Vision and Spiritual Leadership

- Serve as the animator of the culture and spiritual leader of La Salle Academy, modeling Catholic values and the dual charisms of the Christian Brothers and the Sisters of Saint Joseph.
- In collaboration with the Board of Trustees, develop and implement organizational goals that advance the mission of La Salle Academy. Oversee the direct implementation of the Strategic Plan, ensuring plans are translated into goals and objectives for staff.
- Provide direct oversight of the Principal, Business Manager, Director of Development, Director of Graduate Support, Social Worker, and Administrative Assistant.
- In conjunction with the Principal, provide overall direction, motivation, and guidance to faculty and staff.
- Determine optimal organizational structure, integrating the grade school, graduate support program, and overall student and family support services to improve outcomes for students and their families.

- Monitor and coordinate matters regarding employment, retention and dismissal of personnel, salaries and contracts, job assignments, performance evaluation, orientation, and training.

Community Engagement/Marketing

- Represent La Salle Academy and serve as the spokesperson for the school effectively communicating the school's vision, philosophy, and educational goals.
- Create a highly visible identity and institutional profile to enable La Salle Academy to distinguish itself in the marketplace, ensuring continued growth and long-term sustainability.
- Build relationships with all its constituents including neighborhood, parents, students, faculty, staff, Board, alumni, business community, and donors.
- Serve as La Salle Academy's primary contact to market programs, increase enrollment, and build additional community support.
- Liaison with the Brothers of the Christian Schools, Sisters of Saint Joseph, Lasallian Association of Miguel Schools, and the Archdiocese of Philadelphia.
- Represent the school in its relations with the school district, Commonwealth, federal agencies, educational organizations, and accrediting agencies.

Development

- Lead all fundraising and advancement projects and events, including annual and special fundraising campaigns, in close coordination with the Director of Development, the Development team, and the Board's Development Committee members.
- Ensure that all marketing and development plans and messages are aligned with mission.
- Work with Development team to identify, cultivate, and request support from foundations, corporations, and individuals, stewarding relationships and hosting events.
- Approve and support annual fund, direct mail appeals, Sponsor A Student, and major gifts solicitation strategies.
- Collaborate with Board members and Director of Development to develop prospects lists and personally solicit major gifts.

Board Relations

- Serve as the primary point of contact between the Board of Trustees and the school, cultivating a strong and transparent working relationship with the Board and ensuring open communication.
- Provide regular reports to the Board on the school, graduate support center, and all programming activities and finances.
- Share with the Board of Trustees various scenarios and possibilities for the Board to consider as it does its work focusing on the strategic future of the school, leading the development and execution of strategic and long-range plans, including major fundraising campaigns and capital improvement projects.
- Assist Board Chair in the stewardship, recruitment, and training of new board members and school volunteers.

Fiscal and Facilities Management

- Oversee the Business Manager to steward all aspects of financial, facility, and personnel operations, including the management and implementation of comprehensive financial

investment initiatives, accounts payable, financial reports, budgeting and planning, audits, and payroll.

- Ensure oversight of facilities operations, security compliance, and risk management.
- Oversee the implementation of human resources policies.
- Provide financial oversight and coordinate yearly budgeting process with input from the administrative team and the Board Finance Committee.
- Create an ongoing campus master plan while overseeing the financial status of the school, including developing long- and short-range financial plans, monitoring the budget, and ensuring sound financial controls are in place.
- Provide oversight to all license, zoning, and city contract regulations regarding land and construction.

Educational and Regulatory Compliance

- Cultivate and support an environment and culture for 21st Century teaching and academic excellence to flourish.
- Provide deep and ongoing support to the Principal in the monitoring of all programs of the school including curriculum, grading, testing, and reporting to parents along with disciplinary policies and standards of conduct.
- Ensure that all employees and volunteers comply with the mandates of the Commonwealth of Pennsylvania regarding the maintenance of a safe and secure environment, including clearances and mandated reporter training.
- In collaboration with the Principal, oversee the accreditation process with Middle States Association of Colleges and Schools.
- Ensure that La Salle Academy provides an environment in which professional development is supported and encouraged for all employees.

THE CANDIDATE

The President must believe in the mission and vision of La Salle Academy. The successful candidate will be a relationship builder and proven administrator with demonstrated experience as a faith-filled leader modeling Catholic ideals consistent with and supportive of the Catholic Church and the Lasallian Association of Miguel Schools. The President will be compassionate enough to address the unique aspects of a dynamic, urban Catholic school, and creative and flexible enough to elicit continuing growth. The new leader must be a physical presence visible and available to students, staff, families, community, Board, and donors.

Qualifications

- Ten or more years of progressively responsible senior leadership experience; prior nonprofit experience and management in an academic setting preferred.
- Broad knowledge of overall operations of educational programming or an independent school, including academics, finances, human resources, development, enrollment/admissions, marketing, and facilities management.
- Familiarity working with urban populations where there is limited income, along with an understanding of the inherent characteristics (sociological, economic, and educational) present in the community including a working knowledge of trauma-informed programming.

- Strong interpersonal skills with demonstrated ability to build, foster, and maintain positive relationships with both internal and external constituencies including administrators, faculty, trustees, volunteer leaders, students, and donors.
- Visionary and strategic planning capabilities to support development of an innovative fundraising program and the leadership necessary to ensure its successful implementation.
- Ability and willingness to network and conduct outreach to local and city-wide community-based and social service organizations to promote the school and mission for enrollment and recruitment.
- Lead outreach and fund development, including identification, cultivation, and stewardship of donors.
- Excellent public speaking skills complemented by a demonstrated ability to interact with diverse personalities and situations with ease and grace.
- Superior communication skills to express, orally and in writing, La Salle Academy's vision and goals with clarity, passion, and persuasion.
- Self-confidence and humility combined with a sense of humor and a collaborative management style.
- Proficiency with Microsoft Office Suite and experience with documenting appropriate information in a donor management database system.
- Familiarity with and commitment to the San Miguel model of education preferred.
- Master's degree in education or related field preferred.
- Limited travel required; must be available to attend events after work hours or on weekends as needed.

For inquiries, nominations, and applications, please contact:

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