



# CRISTO REY KANSAS CITY

A SISTERS OF CHARITY OF LEAVENWORTH HIGH SCHOOL

## PRESIDENT

### Cristo Rey Kansas City

Cristo Rey KC is a Roman Catholic, co-educational, secondary school in Kansas City, Missouri, sponsored by the Sisters of Charity of Leavenworth. In all their ministries, the Sisters of Charity of Leavenworth see “Christian education as one of the great acts of charity,” serving “especially the poor.”

Cristo Rey KC is a member of The Cristo Rey Network, a national association of high schools that provide quality, college-prep education to urban young people with economic need. The school utilizes a longer school day and year, academic assistance, and counseling to prepare students with a broad range of academic abilities for college. All students participate in a work study program through which they finance the majority of the cost of their education, gain real world job experience, grow in self-confidence, and realize the relevance of their education.

### Cristo Rey President

The President guides the overall direction of Cristo Rey KC High School to achieve the purpose of the school as set forth in the Mission Statement and other related documents. His/her role is one of leadership with special concern for the religious and spiritual orientation of the school. Although the President delegates most of the ordinary responsibilities for the school’s management to the school’s administrative and leadership teams, he/she works closely with and provides direction to these individuals.

### Primary responsibilities of President

- Interpret and implement the school’s mission, core values and board policies in a manner which is consistent with the Vincentian and Sisters of Charity of Leavenworth charism and mission.
- Serve as the liaison with the Sisters of Charity of Leavenworth and Our Lady of Perpetual Help Parish.
- Provide regular oversight of all CRKC finances and development of the yearly budget with the finance committee for approval by the Board of Trustees and then the Member Board.

- Cultivate potential donors – individuals, foundations, trusts and corporations – solicitation of grants and donations from foundations, trusts, organizations and individuals in close cooperation with the school’s development office.
- Represent and promote the CRKC in terms of community relations, marketing and fund development. Be the public face of CRKC by being willing to build relationships with various community, business and professional groups.
- Develop and supervise CRKC’s mission office, marketing, public relations, fundraising, admissions, corporate work study program and business office.
- Oversee the academic program of CRKC as well as all other aspects of Cristo Rey Kansas City that relate to the institution as a school.
- Execute all contracts and agreements, consistent with the directives of the Board of Trustees.
- Provide oversight of plant decisions, re-disposition of physical space, acquisition of major new equipment, and asset protection.
- Supervise the evaluation and professional development of all personnel.
- Participate in the activities and structures of the Cristo Rey Network that are designed for school administrators in the Network.
- Supervise the work performance and department outcomes of all employees on the Leadership Team and the Business Office.

### Qualifications

- Catholic
- Master’s degree
- Experience in education or a history of effective partnership within an academic community
- Demonstrated commitment to urban education
- Proven track record in a capital campaign or advanced development work
- Familiarity with or willingness to learn about the Vincentian charism of the Sisters of Charity of Leavenworth
- Support for the Cristo Rey KC mission and vision
- Energizing and inspiring executive presence
- Experience in public relations and community activities
- Effective administrative skills including finance and strategic planning
- Approachable and collaborative leadership style
- Effective leadership on a team

Start date: June 1, 2011 or earlier.

Salary/Benefits: Competitive salary with full benefits.

Application deadline: October 31, 2010. Please submit a resume, cover letter, three references, and a one-page summary of your experiences in development and institutional advancement.

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