



Healey Education Foundation

For the Future of Catholic Schools

Healey Education Foundation
Director of Schools
Boston, Massachusetts
www.healeducation.org

THE INSTITUTION

Healey Education Foundation, a 501(c)(3) nonprofit based in Haddonfield, NJ, invests in PK-12 Catholic schools. The Foundation provides a high-impact program delivered through a coaching relationship with dioceses and schools that are ready to embrace change. Healey's work *For the Future of Catholic Schools* empowers grant recipients to deliver sustainable results through effective governance, enrollment management and development. Since its establishment in 2004, the Foundation has grown to serve 79 elementary and high schools across six dioceses in Delaware, Maryland, Minnesota, New Jersey and Pennsylvania. The Foundation also co-founded and continues to support the Catholic Partnership Schools in Camden, NJ, through board participation and an annual grant. Through a recently formed partnership, the Healey Education Foundation will be serving six elementary schools in the Archdiocese of Boston.

The Healey team is uniquely qualified to achieve the current vision. The senior leadership team has private independent school experience on both the academic leadership side and school advancement side along with C-Suite level team members with for-profit early childhood education backgrounds. In today's education marketplace the choice point for school begins at the Pre-K level.

The Healey Education Foundation has built a program that includes an internal readiness assessment period followed by a three-year training program. Schools that complete the program have established board governance, enrollment management and advancement programs that rival the well-established success of the private independent school world.

The Healey Education Foundation is on high ground having built a solid program which is now more advanced in its network and know-how than any other moment in time. Program offerings include:

- Uniquely designed methodology to translate and teach higher education, private independent school and non-profit best practices to school leaders at the Catholic parochial school level. The practice areas include Board Governance/Enrollment Management/Development.
- Analysis and evaluation of why Catholic schools are thriving in the education marketplace and why they are not.
- Conveying the message and designing strategies to turn schools around.
- Understanding and evaluating diocesan infrastructure and policies that are helping schools and those that are not.

For additional information about Healey Education Foundation, please visit their website at www.healeyeducation.org.

THE POSITION

Reporting to the Vice President of Operations for Healey Education Foundation and working in the Archdiocese of Boston offices, the Director of Schools provides training, coaching, and consulting services to Catholic elementary schools in the Archdiocese of Boston. The incumbent's responsibilities are to assess, plan, and direct school advancement directors and programs based on the mission of each school and the guiding principles of Healey. The Director of Schools' core responsibilities are focused on the implementation of the Healey Advancement Methodology in each of the client schools. The advancement methodology includes the functional areas of enrollment management, development, and governance and strategic planning. The Director of Schools must have and continue to develop general expertise in all areas of the methodology and must be a functional expert in at least two of the areas.

Healey Advancement Methodology

- Enrollment Management – Marketing for recruitment and retention that yields results, with a focus on the family as a customer
- Development – Launch an Annual Fund and lead gift initiative consistent with the school's mission
- Governance and Strategic Planning – Engaging the laity in decision making, policy making and financial accountability required to meet the school's mission

Specific Responsibilities

- Provide ongoing training, coaching, and consulting services (using the Healey Advancement Methodology) to advancement directors, school leaders and schools within assigned area. This includes but is not limited to regular client visits, workshop presentations, and leadership meetings.
- Use existing professional skills and best practices to further advance school successes and refine Healey methodology.
- Engage and work with the pastor, parish council and school leadership regularly - outline Healey program, deliver a best practices approach to enrollment and development, and provide written assessment with specific recommendations and work plan for implementation.

- Ensure the implementation of school specific advancement goals and manage and measure performance relative to goals.
- Collaborate closely with school leadership in the recruitment and hiring of each schools Advancement Director.
- Oversee the initiation of lay board assisting the Advancement Director in recruiting and training new members for each school.
- Provide and follow necessary internal Healey operation protocols.
- Accountable to move all cohort schools forward annually based on preset key performance indicators and goals.
- Work with Healey colleagues to ensure appropriate integration of key Healey processes, share all Healey methods and best practices, ensuring close coordination and development of the Healey program.
- Identify, define, and lead special projects as requested.
- Determine and meet individual goals and objectives independently within the context of the mission, guiding principles and goals of Healey.

THE CANDIDATE

The Director of Schools must believe in the mission and vision of the Healey Education Foundation. The Director will be a relationship builder and visionary thought leader who can productively leverage contributions of others. The successful candidate will be goal-driven and entrepreneurial to address the practicalities of introducing and implementing a new program, along with the creativity and persistence required to elicit forward thinking and change.

Qualifications

- Commitment to embracing Catholic school education, specifically the mission of the Healey Education Foundation; experience in a Catholic private school or independent school is highly valued.
- Understanding and knowledge of Catholic culture and its hierarchy.
- A minimum of five (5) years broad-based experience in admissions or institutional advancement with specific experience in enrollment management, school marketing, annual giving, major gift fundraising and Board governance.
- The ability to design, implement and assess the success of a multi-year strategy for building a comprehensive advancement program.
- Proven success in building relationships with Board members, key donors, volunteers, and administrative colleagues.
- Demonstrated leadership and effectiveness in developing and accomplishing organizational and financial goals.
- Superior communication skills to express, orally and in writing, Healey's mission, methodology and goals with clarity, passion and persuasion.
- Strong conflict/resolution skills.
- Excellent public speaking and presentation skills complemented by a demonstrated ability to interact in a social setting with ease and grace among individuals from a variety of diverse backgrounds and professions.

- A team builder and team player who is able to bring together various constituent groups to create and maintain a viable fundraising structure.
- Proficient in the use of technology with knowledge of web operations, relevant software, CRM databases and social media.
- Self-starter who can think strategically, creatively, analytically, and entrepreneurially
- Strong work ethic, evidence of good judgment, attention to details and personal integrity.
- Bachelor's degree required; Master's degree preferred.
- Must be able and willing to travel particularly to the various schools in the Archdiocese of Boston as well as occasionally to the New Jersey offices of the Healey Education Foundation.

For inquiries, nominations and applications, please contact:

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