



NativityMiguel Coalition

Executive Director

www.nativitymiguel.org

Our Mission

The **NativityMiguel Coalition** (NMC) accelerates progress in member schools by learning from member schools and leveraging our collective strength to break the cycle of poverty through faith-based education. As member schools learn and inform new ways to flourish in impoverished communities, their leaders inspire, equip, and compel one another with mission-aligned support and accountability to effectively deliver on their mission. It is the aim of the NMC that NativityMiguel Schools in all cities remain accessible, relevant and quality options for educating marginalized students from impoverished families in all communities.

Our Member Schools

The NMC was launched in fall 2014 by school leaders and is a member-driven and member-invested organization. Our mission is the strength of our members, and our members believe they are stronger together than they are as a single school.

The NMC is composed of schools that are aligned in terms of mission, governance, core beliefs and outcomes as detailed in the Coalition's Membership Identity framework. As such, member Schools:

- Deliver an explicitly faith-based education
- Serve the economically-poor
- Employ an independent governance structure with effective leadership
- Support graduates beyond graduation
- Engage the family as partners
- Extend the school day and year
- Articulate a commitment to excellence
- Demonstrate proven, consistent results in the development of the whole child
- Are invested in the NativityMiguel Coalition.

The 47 member schools are located in 18 states, the District of Columbia, and two Canadian Provinces. Our schools educate nearly 3,500 students and support over 6,000 graduates.

Member schools are located in five regions:

- Northeast (16 schools in MA/NY/CT)
- Mid-Atlantic (13 schools in PA/MD/DE/DC/NC)
- Midwest (7 schools in IL/WI/KY/MO)
- West (8 schools in TX/CA/CO/OR/WA)
- Canada (2 schools in Saskatchewan and Manitoba)

Location

NMC offices are currently located at the Roche Center for Catholic Education in the Lynch School for Education at Boston College. As an affiliate partner, the Roche Center provides unique opportunities for the Coalition to collaborate around research, professional development and educational networking. While there is much value in this partnership, the Coalition is open to pursuing additional affiliate partnerships as driven by the profile, characteristics and location of the new Executive Director.

Background

The NMC is an outgrowth of more than twenty-five years of faith inspired work to provide high quality education for elementary, middle and high school students from low-income families. The NMC developed as some 50 independent, non-tuition funded, private schools were invited to consider the opportunity to collaborate on a national level to share best practices and address the unique challenges of serving at-risk students. Member schools in the NMC are diverse in their program and administrative structures however they share a common vision for education. This vision includes a belief in the autonomy and flexibility of school leaders, based on available resources and persons at the local level, to effectively set expectations for excellence, address students' academic and social-emotional needs with compassion and give students the support needed to make productive choices in life beyond graduation.

The NativityMiguel Coalition was launched in 2014 by school leaders who believed our schools are stronger together to manage the unique challenges of our educational mission and model than as a single school. The Coalition was structured and staffed for a singular purpose: learning how schools are responding to these unique challenges and sharing these learnings with all member schools.

The Coalition was established as a member-driven and member-invested organization of independently governed schools, and as such, has been focused less on standardizing a model and more on sustaining excellence in our mission. Our strength is in the collective. Instead of directives and mandates coming from a team at the national office, member schools look to one another for support and advice to achieve excellence. The Coalition with the leadership of the Executive Director initiates programs, formalizes systems, reports data and synthesizes learning to facilitate this collaboration.

Creative consideration of a national association organized to address the practical concerns of individual member schools working in collaboration for school improvement remains an important aspect of Coalition leadership. Implementation of the recently developed strategic plan for the NativityMiguel Coalition is a primary leadership responsibility of the executive director. As we look forward for the next three years, starting fall 2017 and concluding spring 2020, the Coalition will continue to focus on what makes us distinct and build upon our strengths.

Position Summary:

The member schools of the NMC employ an Executive Director who ensures a focused vision that delivers value. Understanding the immediate and long-term challenges that are distinct to our educational mission and design and leveraging opportunities that will allow our member schools to achieve, the Executive Director is responsible for leading a cohesive coalition of member schools with an appropriate plan of supports and services that is meaningful and purposeful for member schools.

Primary Responsibilities

Reporting to the Board of Directors, your responsibilities will include the following:

Foster Supportive Relationships Among School Communities, Especially School Leaders

- Overall, create and strengthen a sense of belonging to a coalition of like-minded, similarly aligned schools
- Highlight value of Coalition to existing members with a goal of 100% renewal each year
- Promote value of Coalition to other identity-aligned schools and extend invitation annually for membership
- Maintain database and communicate regularly by e-mail and phone with individuals in four primary positions of each member school: Head of School, Principal, Development Director and Graduate Support Director
- Represent the NMC and its educational mission and school design to the full community of member schools including Board, Leadership Team, Faculty & Staff

- Support schools in the hire and transition of new Heads of School and promote open leadership and teaching positions to appropriate organizations and higher education institutions
- Connect regularly with those newly hired in their position and match them with more seasoned leaders in the NMC
- Visit each school at least once every three years

Measure What is Working in Our Member Schools

- Oversee the annual Mission Measurement process to collect, compile, analyze and report data at both the school and aggregate level that support a set of member-aligned demographics and outcomes and refine process annually to maximize value to schools
- Format and analyze MAP data for all schools in the NWEA consortium
- Survey schools about additional performance outcomes and practice as needed pertaining to such topics as finances, hiring, etc.
- Assess data to identify how schools are performing according to a set of demographics, outcomes and indicators
- Visit, observe, study and codify schools that are performing well to learn more about practices, strategies, systems and structures that are contributing to success

Strengthen the Competences of Our Member Schools through Targeted Supports

- Meet regularly with members representing all four primary positions to identify competencies, discuss challenges and opportunities of role and program development, and consider how the Coalition can best leverage our national scale to support our schools.
- Plan, coordinate, facilitate and assess one national conference each year on a two-year cycle – a Leadership Conference for Board Members, Heads of School and Development Directors one year followed by an Education Conference for Instructional Leaders and Graduate Support the next. Plan, coordinate, facilitate and assess a Ready to Lead conference for aspiring leaders.
- Plan, coordinate, facilitate and assess a series of webinars that focus on appropriate areas related to four primary positions
- Explore and initiate opportunities to connect member schools either face-to-face or via Adobe Connect to develop leadership, discuss a path to school improvement and share expertise
- Oversee consortium agreement with NWEA to ensure that all member schools administering the MAP test are receiving discount and collaborating on PD opportunities
- Request and organize applicable, up-to-date documents from member schools and make available to all schools

Promote a Message of Success

- Assess, develop and implement a strong communications and marketing plan that increases the visibility of the NMC and member schools at the national and regional level. This plan may include the following:
 - Update website with accurate member school information, data, job postings and upcoming events
 - Daily update of Facebook page with new posts and reposts from member schools
 - Maintain Twitter feed
 - Write blogs for posting on website
 - An annual report including a message of collective strength and a summary report of outcome data
 - Press releases on behalf of the Coalition that can be distributed to national organizations, congregations and media and utilized at the local level to promote member schools at the local level .

Other Responsibilities:

- Promote the growth and strength of the NativityMiguel Coalition with sponsoring congregations, educational organizations, colleges and universities, corporate partners and other stakeholders via meetings and attendance at conferences.
- Work with the Board of Directions to identify additional funding to support operations and for special initiatives
- Work with the Board of Directors to ensure that the financial and operational capacity of the organization upholds its mission

Qualifications

- Five or more years of leadership experience preferably in a NativityMiguel or other faith-based school, college or not-for-profit organization;
- Visionary leader with the skills to translate vision into effective action to advance NativityMiguel Schools;
- Ability to serve as principal spokesperson for NativityMiguel Schools;
- Articulate, with excellent written and oral communication skills;
- Ability to work collaboratively with school leaders in a shared leadership role including the ability to work with remote teams at several levels;
- Ability to maintain an extensive travel schedule;
- Exceptional interpersonal and communication skills in order to market and communicate effectively the Coalition's values and mission
- The ability to establish strong and positive relationships with member schools, both

internally and externally;

- Ability to foster a cooperative relationship with sponsoring congregations and supporting organizations such as the Jesuit Schools Network, Christian Brothers Conference, and Episcopal Urban School Alliance;
- Self-directed and self-sufficient including the ability to work with minimal supervision and without the need for support staff;
- The analytical and technological skills required to collect and analyze data and create reports that accurately reflect outcome products in education;
- Experience running professional conferences;
- Demonstrated success cultivating, soliciting, and securing philanthropic gifts preferred but not required;
- High level of integrity, strong work ethic, and confidence.

Education

Masters Degree preferred.

Salary

Salary is negotiable and commensurate with experience and qualifications.

To Apply

Interested and qualified candidates are asked to submit electronically a letter of introduction, a resume, preferred salary requirement (range) and the names, addresses, telephone numbers, and email addresses of three professional references to:

NativityMiguel Coalition Executive Director Search Committee: EDsearch@nativitymiguel.org

Applications will be reviewed as received. **Position will remain open until filled.**