

PRESIDENT OF MOTHER SETON ACADEMY: JOB DESCRIPTION

Mother Seton Academy, a tuition-free, urban Catholic middle school in Baltimore, MD, is seeking a dynamic leader as its next President. The school is sponsored by six religious congregations: the School Sisters of Notre Dame, Daughters of Charity, Sisters, Servants of the Immaculate Heart of Mary (Scranton), Sisters of St. Francis of Philadelphia, Xaverian Brothers and Marianists. Founded in 1993, Mother Seton Academy currently has a diverse student body (African American and Latino) of 68 boys and girls in grades sixth through eighth with 292 graduates enrolled in high school, colleges and established careers. The school is part of the national NativityMiguel Network of Schools. With the President/Principal model, the school provides a challenging academic environment, extended day program, and a holistic education for students from low-income families in order to prepare them for future success in high school, college, and the work force.

The President is the chief executive officer of the school and is ultimately responsible for the religious and educational identity of the school, the management and supervision of the staff, and the financial health of its future. As CEO, the president is directly accountable to the Board of Directors and must effectively communicate with the Board of Members who represent the six sponsoring congregations and the school's donors. As the primary leader of the school, the president officially represents the academy in public relations affairs, in the community, with organizations and at meetings.

The President must possess a commitment to Catholic education, strong leadership, communication and management skills and have the ability, in collaboration with the Development Director and the board's development committee, to raise substantial funds in support of the school's financial aid commitments for families with limited means.

Qualifications for the position include a Master's degree in Education or Administration or other related degrees, previous administration experience and a desire to work with a diverse population in an urban setting.

To receive a full description of the responsibilities of the President, please contact Sister Charmaine Krohe, SSND at ckrohe@mothersetonacademy.org

