



Charter School for Applied Technologies

CHARTER SCHOOL FOR APPLIED TECHNOLOGIES CEO

OVERVIEW

The Chief Executive Officer leads the organization and drives its vision, building on its success and inspiring change at both the local and systems level. The CEO reports to the Board of Directors, is responsible for the entire operation of the school and serves as one of the key external representatives for CSAT'S work and will play a key role in creating cohesion between CSAT's three schools.

The CEO will directly manage a leadership team comprised of academic, operations, programs, professionals, and is ultimately responsible for the 200+ person staff.

The CEO is accountable for developing and monitoring the implementation of Board policies, and the realization of the school's mission and vision. He/she will work to ensure continuous improvement of the school and student achievement, as well as ensuring compliance with all NYSED charter requirements.

The successful candidate will be a proven leader with a commitment to CSAT's mission and to advancing career readiness via innovative educational experiences.

This individual will be an exceptional manager, motivating leader, and a strong relationship builder, who has demonstrated successful outcomes and a similarly mission aligned organization, non-profit, or school setting.

The CEO will work with the Board Chair, Board of Directors, Lower, Middle, and Upper School Principals, and broader CSAT community in the following roles:

- Instructional Leader
- Systems Manager
- Custodian of School Culture

The Charter School for Applied Technologies prepares students to attain family-sustaining careers by integrating career exploration and a lifelong learning culture.



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JOB DESCRIPTION/REQUIREMENTS

Qualifications

- Degree[s] requirement – Master’s at a minimum
- Classroom experience required
- Required – Superintendent/similar type experience
- Collaborative
- Sense of entrepreneurship
- Proven problem-solving skills
- Excellent oral and written communication and presentation skills
- Demonstrated self-motivation and initiative, as well as an ability to perform under pressure
- Strong interpersonal skills
- Strong organizational skills and ability to prioritize, multitask, and work in a fast-paced environment
- Proven ability to maintain a high degree of confidentiality
- Proven examples of displaying the CSAT values

Organizational Competencies

- **Adaptability** – respond quickly to changing circumstances by being flexible and execute accordingly
- **Team-player**-work to create a culture of collaboration and teamwork and exhibit our core values
- **Accountability** – to job responsibilities and to the Board to enable CSAT to achieve academic success
- **Innovative**-seek ways to improve process that directly contributes to CSAT’s strategic goals

Key Accountabilities

Academic Achievement

- Positive and vigilant in understanding and analyzing measures on standardized tests, including, developing a strategic master plan for continuous improvement and achievement of academic goals as set by the Board of Trustees
- Creating the right criteria for producing college and career readiness
- Seek advice when needed from existing CSAT Advisory Group

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Finance

- Study three-year projections to ensure that we are on track for stability
- Guide the development committee in searching for possible new revenue resources
- Ensure annual budgets support mission and strategic plan of the school

Discipline

- Set measurable goals for the behavioral climate in CSAT
- Ensure external resources and agencies assist with school discipline and other social issues

Leadership and Operations

- Input on key administrative positions below the CEO level
- Input on effectiveness/frequency of Board standing committees
- Better relationships with the communities surrounding CSAT
- Follow-up on CSAT alumni tracking and engagement

Potential candidates will be required to provide additional information through the selection process however at this time are invited to submit a resume by attachment in WORD or PDF to:

BARRY ROWLAND
Senior Search Consultant
E-mail: barry.rowland@carneysandoe.com

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