



The City of San Antonio seeks a dynamic, results-driven leader that exemplifies our core values of Teamwork, Integrity, Innovation and Professionalism for the position of:

Chief Executive Officer Pre-K 4 SA Initiative



CHIEF EXECUTIVE OFFICER PRE-K 4 SA

Pre-K 4 SA

PRE-K 4 SA is an innovative early childhood effort launched over three years ago by the City of San Antonio. In the current school year, Pre-K 4 SA is already having a significant positive impact by directly educating over 1,700 4 year olds through full day Pre-K at four education centers and providing quality professional development for Pre-K through Grade 3 educators citywide. Soon Pre-K 4 SA will be distributing over \$4 million in competitive grants to local education providers to further reach San Antonio's young children. Our goal is to improve educational outcomes for all these students.



We are currently looking for our next CEO of the Pre-K 4 SA Initiative to help us reach our goals.

Chief Executive Officer

The **CEO of Pre-K 4 SA** will share the conviction that high-quality prekindergarten has the greatest impact in improving educational outcomes for a community. The **CEO of the Pre-K 4 SA Initiative** will lead the ongoing development and implementation of the strategy to reach the following goals:

- To improve the quality and quantity of prekindergarten education for four-year olds citywide
- To provide high-quality professional development for all Pre-K through 3rd grade educators in the city
- To help prepare our children for the 21st century job market



The **CEO and the Pre-K 4 SA team** work closely with the City, the City Council appointed 11 Member Board of Directors, the school districts and the community to reach these goals. With a budget greater than \$30 million and a team of over 400 people, the City of San Antonio is looking for an energetic candidate that is innovative, experienced leading high-performance teams, results-driven and an excellent communicator.

Core Responsibilities

- Outline a compelling vision and strategy for achieving Pre-K 4 SA student academic achievement goals, maintaining focus on improving effectiveness.
- Lead the development and execution of innovative practices to improve the quality and quantity of prekindergarten programs; partner with thought-leaders in the development of best practices to be utilized in San Antonio
- Build a strategy for sustaining and growing support from school district, local community, and state partners; manage and enhance relationships with partners; communicate effectively with all stakeholders.
- Lead a high-performing team of over 400 employees to advance our work; drive an outcome-based culture, with focus on student development and academic outcomes, and build staff capacity, with professional development as a priority.
- Oversee execution of all elements of the Pre-K 4 SA program, including the four model centers, providing professional development opportunities for early childhood educators, and a competitive grants program to expand prekindergarten opportunities throughout the city.
- Steward the financial resources, over \$30 million in annual budget dollars, attributed to ensuring quality prekindergarten
- Be the spokesperson for Pre-K 4 SA to elected officials, the media, and diverse stakeholders.
- Work with third party providers to obtain and analyze student achievement and teacher performance data. Drive utilization of measurement tools to evaluate program results





Relevant Experience and Skills

We seek most, if not all, of the following experience and skills:

- Knowledge of early childhood, child development, and Pre-K-12 education, with a strong understanding of how to foster student development and academic success.
- Proven record of achieving excellence.
- Leadership of a team that achieved strong results for a highly visible and significant initiative.
- Operational experience with early childhood centers or a school system; accountable for design implementation, staff quality, student achievement, fiscal responsibility, and customer satisfaction.
- Significant experience managing performance focused teams.
- A keen ability to listen and build trust with school districts, superintendents, Boards of Education
- A collaborator, showing evidence of building bridges with stakeholders.
- A proven track record of working effectively with elected officials.
- Experience working with a Board of Directors.
- Strength in budget development and financial management.
- Entrepreneurial leadership experience; demonstrated ability to create structure out of complex ambiguity to lead to transformational change.
- Strong Communication skills (Spanish desirable).

***Become a key part
of the team that is
revolutionizing Pre-K
and giving San
Antonio's children the
educational foundation
they deserve!***

Ideal Attributes

Innovator: creatively develops new approaches and solutions; identifies less obvious answers; drive to create a program that is a model for others.

Strategic Leadership: proven ability to learn a new landscape quickly; drive strategy development which leads to long-term goals while hitting short-term milestones.

Entrepreneurial spirit, with a record of independent leadership and willingness to take risk; adaptable and embraces change.

Passion for the Mission: a deep commitment to providing education services to help student achievement; a core and powerful belief that every child can succeed.

Results-Driven: Appetite for 'owning' and driving a project; self-starter with proven track record of achieving progress and results; displays resilience and persistence in driving towards results, no matter the obstacles

High energy; thrives in a dynamic fast-paced environment; attention to detail and follow-through; able to handle multiple tasks; a "get it done" orientation.

Executive Leadership: rises to the challenge of navigating complex situations; savvy about interpersonal dynamics and systems; ability to deal with stress.

Persuasive and influential communicator; able to influence in oral and written communications. Ability to handle with poise and professionalism public and media scrutiny.

Team Builder: ability to motivate and inspire staff members and the community around a central mission.

Commitment to Diversity: ability and desire to work with diverse communities: children, families, and schools.

Integrity: excellent judgment, integrity, and commitment to personal responsibility and accountability.

Requirements

- Master's degree from an accredited institution required, with a focus in early childhood education or business preferred.
- Ten plus years of experience working, preferably in early childhood education, business, operations, school office management, or related field.

Compensation & Benefits

A competitive compensation and benefits package will be offered to attract a superior candidate.

Executive Car Allowance – Executives receive a monthly car allowance of \$500.

Cell Phone Allowance – Executives receive a monthly cell phone allowance of \$70.

Health Care – The City offers two health care plan options which offers employees a choice of deductible, co-insurance and co-payment.

Retirement – City of San Antonio employees automatically become members of the Texas Municipal Retirement System on date of employment. Employee contribution is 6%, and the City contributes 2 times employee contribution. Employees become 100% vested after 5 years of service.

Deferred Compensation – The City offers two voluntary Section 457 Deferred Compensation programs including a match up to 2% of the annual salary. Deferred Compensation is a supplemental retirement savings program, which allows employees to contribute a portion of their salary before Federal taxes.

Life Insurance – Basic term life insurance benefits are provided at no cost to City employees and are equivalent to one (1) times employee's annual salary.

Holidays – 13 Holidays

Leave/Vacation – Annual and Personal leave; accrual based on seniority.

Relocation Assistance – Available.

Pre K 4 SA Vision

The Pre-K 4 SA initiative establishes a positive trajectory for educational attainment by providing four-year-olds with a complete experience that ensures academic excellence in school, inspiring students to develop *ganas* for learning and to become contributing members of society.

Strategic Goals

Educational Programs: Implement the highest quality education Pre-K program based on developmentally appropriate and culturally sensitive practices to achieve a continuing level of excellence and improvement.

Professional Development: Provide early childhood educators in with complementary best teaching skills and practices in pre-k through 3rd grade in order to exceed state mandated learning outcomes while focusing on the whole child.

Partnerships: Identify, develop, and strengthen the business relationships with school districts and community partners.

Enrollment: Adjust and implement enrollment strategies to fill schools to capacity.

Family Engagement and Support Services: Deliver valuable support services empowering families' capacity to engage in educational endeavors to include the child's academic, social-emotional, health, and nutritional needs.

Innovation and Research: Define and execute a plan to create and implement innovative strategies throughout the program.

Communications: Drive awareness, familiarity and affinity of Pre-K 4 SA among internal/external partners, San Antonio parents and voter constituents.

Governance and Administration: Ensure effective governance and administration by establishing responsive administrative structures and clearly defining and enacting goals and responsibilities.

To Apply

If you are interested in this outstanding opportunity, please send cover letter to Denise Smith at

PreK4SACEOapply@gmail.com

This position is open until filled; however, the first review of resumes will be April 15, 2016.

We will contact those candidates who most closely match our requirements. We thank you in advance for your interest.

Please note: Under the Texas Public Information Act, information from your resumé may be subject to public disclosure.



The City of San Antonio is an Equal Opportunity Employer.