Head of School Search
Mission
Regina is committed to preparing tomorrow’s leaders through a comprehensive educational experience focused on excellence and anchored in the teachings of the Roman Catholic Church.

Core Values
- Educating to the academic potential of each student
- Developing strong moral character
- Learning and living our Catholic faith
- Building community
- Providing vast opportunities for additional growth

“Regina truly is a community. Every single teacher knows your kid, and the students know each other.”

About Regina Catholic Education Center
Regina Catholic Education Center, in the university town of Iowa City, is in search of its first Head of School. The creation of this new position comes as a result of an in-depth growth and vitality study. This is an extraordinary opportunity to take a robust, established institution and bring it to the next level of excellence.

- Regina Catholic is ranked in the top 10 of the 253 private schools in the state of Iowa.
- Regina’s standardized test scores consistently rank among the top schools in Johnson County and in the state.
- Smartboard technology, 1:1 computing K-12, Project Lead the Way, championship athletic programs and activities, and small class size contribute to an unparalleled experience of academic excellence and faith formation.

Home of the Regals, this pre-K through 12th grade school (PK-12) is blessed with dedicated faculty and staff, involved parents, and four supporting parishes (St. Thomas More, St. Patrick’s, St. Mary’s and St. Wenceslaus). Having four parish pastors, and a fifth pastor serving as school chaplain, who are all actively engaged and play a vital role in the school’s operations is unique in Catholic education today and offers tremendous benefits to all members of the Regina community.

Founded in 1958 in the Diocese of Davenport, Regina is recognized as a “Catholic jewel.” Students at Regina not only have a clear sense of who they are but, also, whose they are. This is reflected in their interactions with faculty, staff, other students and is a point of pride throughout the school. The family friendly environment creates a culture of safety, respect and dignity for every member of the school community.

The PK-12 model allows for dynamic programming and amazing relationships between the students. The younger children look up to their junior and senior high counterparts who serve as enthusiastic examples of the heart of Regina.

Fundraising is managed by the Regina Foundation, a nonprofit organization established in 1973 whose mission is to enhance the long-term financial strength of the Christ-centered Regina Catholic Education Center, in order to benefit the Center’s students and community. The current capital campaign for Regina recently hit the $7.9 million milestone versus a goal of $7.8 million and has provided for numerous improvements including a new Education Wing and the Regina Athletic Training Facility which offers student athletes a one-of-a-kind sports experience. Upcoming projects include the renovation and expansion of the Early Childhood Center.
Role of the Head of School

The Head provides inspirational, confident, growth-minded leadership in order to carry out Regina’s mission and continually build on its strengths, particularly the PK-12 model. The Head of School is the academic and faith leader, working cooperatively with the Board of Education, the four supporting parishes, administration/faculty/staff, students and parents. Direct reports to the Head include the elementary principal, junior/senior high principal, business manager, admissions director and facility manager. The Head of School reports to the Board of Education.

Because this is a new position, the placed candidate will have the opportunity to build an administrative structure to ensure a consistent, mission-driven, data-informed rigorous Catholic education exists from pre-kindergarten through 12th grade.

As the “face” of Regina, this position serves as the chief communicator, relationship builder, and partner with a wide variety of stakeholder groups. The Head develops the brand, sells the school to current and prospective families, manages the operations and, working with faculty and staff, ensures that graduates depart filled with faith, purpose and capability for the next chapters in their lives.

Priorities

Priorities for the inaugural Head of School at Regina Catholic Education Center include:

- **Academic Rigor and Innovation**: expand on existing assets; introduce educational advances; maximize impact of and benefits from the PK-12 model.
- **Enrollment/Marketing**: increase enrollment and diversity; define brand and value proposition; attract and retain new families; increase percentage of students remaining through 12th grade.
- **Staffing**: determine optimal structure; recruit and develop top-notch teachers; build and manage collaborative teams.
- **Issues of the Day**: COVID-19; racial unrest; economic downturn.

"Regina is a supportive community that provides students excellent opportunities to excel in academic and extracurricular activities. Staff members get to know the students and their families, and they work hard to provide the opportunities that prepare their sons or daughters for college and beyond. Regina has a wonderful tradition that includes dedicated administrators and teachers who want the best for the students and the school."
The Head of School for Regina Catholic Education Center will be a:

- Practicing Catholic, strong in faith.
- Visionary educator adept in design thinking and able to envision an education model to advance students’ ability to learn, grow, work and serve in next generation settings.
- Mission-driven decision maker.
- Dynamic face of the school, representing Regina to all constituent groups, able to bring people together and empower them to action.
- Effective team builder who will engage with the existing faculty and staff while designing this new role for the betterment of the school in a collaborative yet decisive manner.
- Relational leader comfortable moving from the boardroom to the pre-K bunny room.

Ideal candidates will possess the following:

- Master’s in Educational Administration (or equivalent).
- Iowa Administrative Licensure (or equivalent).
- Experience at multiple grade levels.
- Ability to market the school for enrollment.
- Business and financial acumen, facility management experience.

The Head of School position is available immediately, but Regina Catholic Education Center is willing to negotiate the official start date given that the ideal candidate may be committed for the 2020-21 school year. This is a full-time position with a three-year renewing contract. Salary and benefits are competitive and commensurate with experience and qualifications.

### Application Procedure

Regina Catholic Education Center has engaged Catholic School Management, a division of Christian Brothers Services, to facilitate this search. Interested and qualified candidates should submit electronically a letter of introduction; a resume; five professional references (names, email addresses and telephone numbers); and a written essay of no more than 500 words answering the question: “What are the primary benefits of the pre-K through 12th grade model and how can they be best communicated to prospective families?” Application materials must be issued no later than October 12, 2020, to:

Regina Catholic Education Center
Head of School Search
Catholic School Management
Attn: Mary J. Foley at
csmoffice@cbservices.org

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**Qualifications**

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**Ideal Candidates**

“Just look at the quality and caliber of Regina graduates. Generations of strong citizens and successful community and business leaders. Regina is well recognized by all long-term residents for graduating great kids year after year.”

**Salary / Benefits**

Catholic School Management
cbservices.org/csm.html