



The
Calais
School

EXECUTIVE DIRECTOR/CEO IDEAL CANDIDATE PROFILE

The Calais School is a state approved, private therapeutic special education school in North Jersey serving students in grades K through 12 Plus with multiple learning disabilities as well as anxiety, mood, behavior and autism spectrum disorders. The Calais School is recruiting a dynamic education professional to become its next Executive Director/CEO.

THE CALAIS SCHOOL

The Calais School nurtures and empowers at risk students and young adults with multiple learning disabilities to become gainfully employed and socially engaged.



Located in Whippany, New Jersey, The Calais School has a stellar reputation for nurturing and empowering at-risk students and young adults with multiple learning disabilities to become gainfully employed and socially engaged. The school's vision is to be the premier institution preparing higher functioning students and young adults with multiple learning disabilities for productive and independent lives. The school accomplishes this vision by delivering exceptional academic, transition and clinical services.

The Calais School serves students throughout New Jersey, but most students come from the following counties: Morris, Somerset, Bergen, Essex, Middlesex, Monmouth, Ocean, Mercer, Passaic, Hudson, Hunterdon and Union.

PROGRAMS AND SERVICES

The Calais School provides a safe and nurturing environment in which the self-esteem and personal growth of our students can flourish. Programs are built around positive reinforcement to provide children with the tools needed to navigate social interactions and cope with demands both inside and outside of the classroom.

K and Elementary programs provide children with special needs an environment where they can work with certified teachers, behavior counselors, and speech specialists to help them develop the skills they need to achieve success. The **Middle School (Grades 6-8)** curriculum

helps ease the transition to high school in a safe, therapeutic classroom, and the **High School (Grades 9-12)** curriculum emphasizes academics, real-world experiences, social skills development, and life and work skills training.



The **12 Plus Program** provides special needs students ages 18 to 21 with a transitional program to bridge the gap between high school, college, and their career, and the **Calais Adult Transition Program** provides college and career readiness support for adults with special needs who have graduated from high school but still need a little more support to succeed in these spaces. A **Twice Exceptional (Gifted & Talented) Program** supports students who require unique educational opportunities to showcase their abilities.

STEAM (Science, Technology, Engineering, Arts, Mathematics) is a regular part of our academic curriculum for all grades, and robust **Visual and Performing Arts** programs offer students a safe way to explore new skills and partake in shared experiences with their peers. Extra-curricular activities ensure a well-rounded school experience. An **Extended School Year** program keeps students on track during summer breaks, and planning for the transition from school to work begins as early as grade 5.



THE ROLE OF THE EXECUTIVE DIRECTOR/CEO

- Provide visionary leadership and direction to ensure the mission and core values of the School are maintained and strategic goals are achieved
- Function as the Chief External Officer working proactively to promote the public awareness and achievements of the school to continuously improve the School's positive brand identity
- Demonstrates the ability to be diplomatic and create positive working relationships with the superintendents and principals of the referring school districts
- Works in collaboration and established strong working relationships with all members of the Board of Directors, staff and volunteers
- Builds and retains a cohesive management team to ensure high quality programs and services
- Provides the executive leadership to the Foundation to raise donors and dollars to support the School
- Committed to ensuring that every child can exceed their possibilities and reaching their full potential as a student
- Provide parents and caregivers the peace of mind knowing their child is safe in a nurturing setting that can meet each child's emotional, behavioral and academic needs

IDEAL CANDIDATE QUALIFICATIONS AND COMPETENCIES

Leadership Competencies and skills required of the new Executive Director/CEO:

- Knowledge and experience in special education
- Familiar with the NJ Dept of Education, ASAHE and the North Jersey Alliance of Special Education Schools
- Master's degree in special education, human services, counseling or equivalent degree with 8-10 plus years of experience or demonstrated knowledge and experience volunteering or serving on the board of a special educational community school or foundation.
- Dynamic and innovative professional with an enterprising spirit to create successful programs and services, not just status quo
- Visionary thinking with established record of leading an organization towards growth
- Experience with collaboration and building bridges with other organizations
- Ability to build strong relationships with all internal and external stakeholders
- Outstanding communication skills
- Comfort level approaching new donor sources to solicit financial support
- Possess humility and a sense of humor



COMPENSATION

A competitive compensation package will be provided to the selected final candidate based on their prior experience and qualifications. In addition to an attractive salary, the final candidate will be offered health, disability, dental insurances, PTO which includes paid vacation, sick and personal time off and a pension contribution of 5% of base salary on an annual basis

CONTACT INFORMATION FOR INTERESTED CANDIDATES AND NOMINATIONS

If you would like to express your interest in this position, please send a cover letter and resume to Dr. Jim McGuirk, Managing Director Northeast Region at jim@dcm-associates.com. To discuss the opportunity further or to recommend a candidate, please contact Dennis C. Miller, Founder & Chairman at dennis@dcm-associates.com or by phone at 201.956.1810.



*Executive Search
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