



Director of the Shields Center for Innovation

PREAMBLE

Boston College High School is a Catholic, Jesuit, independent, college preparatory school serving approximately 1400 young men from various communities across Massachusetts. Founded in 1863, Boston College High School is committed to an authentic formation of the head, heart, and hands within the parameters of the Characteristics of Jesuit Education, the Ignatian Pedagogical Paradigm, the BC High Mission Statement, and the strategic plan.

The Shields Center for Innovation (Center) is a new, exciting, and transformative initiative at the school, made possible through the extraordinary generosity of alumnus Mr. Jack Shields:

<https://www.bchigh.edu/bc-high-alumnus-jack-shields-invests-5m-largest-innovation-investment-in-school-history-to-prepare-students-for-rapidly-changing-economy/>

The inaugural Director of the Shields Center for Innovation (Director) is a key member of the Principal's Leadership Team and has a unique opportunity to work with this team and the broader school community to build an innovation program from the ground up.

As a senior leader in a Jesuit school, the Director is inspired at all times by the highest Ignatian ideal of *Ad Majorem Dei Gloriam* (For the Greater Glory of God). Within this context lies the Ignatian ideals of companionship, collegiality, and imagination. This relationship and way of proceeding was modeled by St. Ignatius and his early companions and strives to uphold the virtues of being Christ-centered people for and with others.

1. ROLE PURPOSE

- The Director helps shape the culture and processes required for innovation to succeed and thrive in the school, as well as developing and leading a portfolio of innovation initiatives.
- The Director should develop and implement a cross-function plan that creates a relational space for new ideas. The Center should foster a culture of innovation through the creation, sharing, and testing of these.
- The Director should be an exemplary leader who models the way, inspires a shared vision, challenges the process, enables others to act and encourage the heart. They should demonstrate the capacity to establish direction through a clearly articulated vision and concomitant strategies, align, motivate and inspire others in a shared vision, and produce and lead change.
- The Director should be creative, discerning and reflective, deeply committed to the ongoing exploration of their own spirituality, in order to accompany faculty, staff and students.

2. LINE OF AUTHORITY

The position is directly responsible to the Principal. As such, the Director is expected to make a significant contribution to the overall direction of the school.

3. ROLE ACCOUNTABILITY

The Director is responsible for the overall leadership of the Center.

4. KEY RESPONSIBILITIES

The Director will need to have a demonstrated capacity to think strategically and operationally and to have led in the area of innovation. The Director will have demonstrated experience with program development, oversight and assessment. The Director will have primary responsibility for all aspects of Center leadership, management, and growth. The Director will be responsible for creating and directing a long-term strategic plan and appropriate opportunities for the long-term growth of the Center.

5. SPECIFIC RESPONSIBILITIES

The Director will:

- develop a robust, evidence based innovation program, congruent with the vision and mission of the school
- develop and implement all programming to publicize and make the program accessible broadly to students, faculty, and staff at the school, as well as alumni and parents. This includes an in house series of guest speakers
- work with the President, VP for Advancement, and Shields Innovation Council to engage alumni in specific initiatives, to promote the Center, and to partner with current students as part of Center programming
- collaborate with Advancement, participate in donor meetings, proposals, and stewardship initiatives as necessary
- identify intersectionality and opportunities for integration of the program into the academic curriculum
- collaborate directly with the Principal and Vice-Principals to lead BC High's efforts to integrate innovation into the educational program of BC High, both in terms of curricular and co-curricular. This includes initiatives in the areas of experiential learning, STEM, robotics, makerspace, and computer science.
- attend Academic Council meetings and other meetings as required by the Principal
- ensure that the program complements the other centers in the school, namely the Michael D. White '70 Center for Emerging Leaders, the Center for Ignatian Identity and Formation, the Center of Equity and Inclusion, the Hyde Center for Global Education, and the overall educational program
- be able to articulate the current priorities of the Society of Jesus, with a particular focus on innovation and creativity
- develop and foster relationships with other Jesuit Institutions and other local high schools
- recommend, develop, and oversee the implementation of new program offerings
- provide evaluation of programs and suggest improvements
- oversee all additional Center programs that become available due to grant proposals
- work with the VP for External Affairs to develop a marketing/advertising plan for promoting Center programs and create appropriate promotional information and brochures that identify the Center as one of BC High's most unique and transformative offerings
- serve as the primary spokesperson for all Center programs and advocate for the mission and goals of the Center at a range of BC High functions and events
- collaborate with the Office of Enrollment to ensure Center programs are highlighted at all appropriate Admissions events and in BC High's marketing efforts for all prospective families
- develop and maintain a comprehensive budget for all Center programs
- ensure overall financial sustainability, and short and long term fiscal health of the Center

Other Duties

The Principal may allocate other duties in accordance with the school's needs and in keeping with the expertise of this position of leadership. The nature of the position is such that the Director is required to be available outside the "normal" office/school hours, to attend meetings and presentations whenever necessary and to represent the school in a variety of forums whenever required.

6. SELECTION CRITERIA

- Minimum of five year experience working in an educational setting.
- Proven record of strong communication, strategic thinking, and effective collaboration skills are essential.
- A commitment to diversity, equity, and inclusion.
- Capacity to develop, articulate, and inspire a vision of leadership by drawing others to it.
- Knowledge of current trends and empirical research in the area of innovation.
- Experience having integrated a program of innovation or similar into a broader educational program of an educational institution is desirable.

<https://www.bchigh.edu/innovation/>

Deadline for applications is Friday May 14th, 2021.

Applications should be addressed to the Principal, Mr. Adam Lewis.

Applications should include a cover letter and resume, and be sent care of Ms. Sue Glover; Manager, People and Culture, at sglover@bchigh.edu.