

# MORRIS & BERGER

## Position Description

**PRESIDENT**  
**Spring, 2016**

**THE HADLEY SCHOOL FOR THE BLIND**  
**(Winnetka, Illinois)**

### **THE HADLEY SCHOOL FOR THE BLIND:**

The Hadley School for the Blind, located in Winnetka, Illinois, is a leading worldwide distance educator of people who are blind and visually impaired. Since its founding by William A. Hadley in 1920, students have enriched their lives through Hadley courses. Topics range from braille literacy, access technology, and employment and entrepreneurship, to independent living, recreation and lifelong learning. The Low Vision Focus @ Hadley is a new program geared toward individuals experiencing age-related vision loss. Hadley provides tuition-free education for blind and visually impaired students 14 years old and up as well as their family members, and professional courses for a nominal fee to blindness service providers, through over 100 different courses that are available in a student's choice of media including large print, braille, audio or online. Hadley's accredited distance education programs allow students to study for a high school diploma, prepare for professional work, assist families with young children with visual disabilities and acquire specialized skills at all stages of life. Hadley depends principally on contributions to support its work. Today, the organization has an average annual enrollment of 10,000 students from all 50 states and more than 100 countries, assisted by more than 70 faculty and staff members. Thousands of additional individuals are benefitted by webinars, educational videos and other resources.

Charles (Chuck) Young, President of Hadley since 2005, will retire in the Spring of 2016. Under his leadership, Hadley has launched a number of important initiatives that have significantly expanded the organization's services and audiences including the Low Vision Focus @ Hadley, Blinded Veterans Initiative and the Forsythe Center for Employment and Entrepreneurship.

The Hadley School for the Blind has met the high standards of integrity and performance set by the Distance Education Accrediting Commission (DEAC), formerly the Accrediting Commission of the Distance Education and Training Council (DETC). Hadley has been a fully-accredited member since 1958. For further information about The Hadley School for the Blind, please visit its website at [www.hadley.edu](http://www.hadley.edu).

### **MISSION:**

The mission of The Hadley School for the Blind is to promote independent living through lifelong, distance education programs for people who are blind or visually impaired, their families and blindness service providers.

## **POSITION RESPONSIBILITIES:**

The President manages all aspects of Hadley's operations, in compliance with Board policies, to ensure high quality programs and financial stability. The President provides leadership for all aspects of the organization, including management of daily operations, financial management, fundraising, and educational program development.

Positions reporting to the President include the Senior Vice President, Vice President of Development & Communications, Vice President of Education & Training, Director of Computer Services, Director of Finance, Director of the Forsythe Center for Employment & Entrepreneurship, and the Director of Human Resources. The President reports to the Chairman of the Board of Trustees and works with the Board, Trustees and the Woman's Board to ensure implementation and execution of Hadley's mission in accordance with its Long-Range Strategic Plan.

The President works with the extended Hadley community to enhance Hadley's national and international reputation as a leading institution dedicated to improving the lives of people who are blind and visually impaired. Challenges and opportunities for the immediate future include:

Expansion and improvement of services: The President must provide visionary leadership in maintaining and developing new curriculum and accompanying educational services relevant to students' and participants' needs. This includes addressing the needs of a growing population of visually impaired seniors, as well as ongoing support to those earning high school diplomas and those preparing for professional careers as well as starting their own businesses. Careful assessment of the curriculum and webinars and the long-term viability of each educational offering will be necessary. Hadley intends to expand its enrollment to reach as many students as possible who can benefit from the organization's educational programs and services.

Technology: Delivery of Hadley's services relies more and more on distance education through the use of technology. The President must lead Hadley's faculty and staff in staying abreast of mainstream and access technology. Since students are engaged with programs and services at a variety of levels of ability, a method of evaluating prospective students regarding their readiness for distance learning must be developed. In addition, continuous updating of Hadley's image in distance education and a strong presence on the Internet will help to ensure success in reaching the largest audience possible.

Fostering a community environment: Hadley has the advantage of a small, closely knit staff at "Hadley Central" in Winnetka, as well as an extended community of faculty throughout the country, and students and supporters throughout the world. The President must engage community members in the ongoing work of the institution, promoting teamwork, collaboration, transparency and open communication. In addition, the President must provide leadership in attracting and retaining excellent staff and faculty and in ensuring a commitment to quality educational support of students and an efficient infrastructure.

Fiduciary responsibility: The President oversees the acquisition of financial resources commensurate with the annual program plan to promote growth and long-range stability. The annual operating budget of over \$6.5 million is generated through annual contributions from individuals, foundations, corporations and organizations, and a draw on the endowment that cannot be sustained in the long term. The current endowment of approximately \$75 million must be expanded to secure continuation of

Hadley's mission for the future. A major focus of the President's responsibility will be to lead the cultivation and major gift solicitation and to provide guidance and leadership to the Development staff to ensure that short and long term fundraising goals are achieved. Hadley is fortunate to have a committed Board and a strong support network, including the Woman's Board, which is dedicated to fundraising activities exclusively supporting the organization. Hadley also partners with a number of national and international organizations, such as Lions Clubs International, American Printing House for the Blind and CNIB, to name a few. The President will be responsible for maintaining and expanding partnerships with organizations sharing similar objectives and collective missions, as well as promoting a professional and positive image, both locally and nationally to engage others in the work of Hadley.

### **TRAITS AND CHARACTERISTICS:**

Hadley seeks an inspirational leader with the ability to create a collaborative, inclusive environment, conducive to open communication among the Board, the Administration, faculty, staff, and other constituencies. He/She should have an accessible and approachable style that demonstrates a willingness to consider new or different ideas, while also offering creative solutions to challenges. The President must be adept at personal and public communication, educational innovation, and sound fiscal management, have strong leadership skills, and be a relationship builder who will work diligently to be a successful fundraiser. The ideal candidate will be a dynamic and forward-thinking individual who has shown success in building widespread support for an organization through collaborative efforts with internal and external stakeholders. The President will have a commitment to continuous improvement of educational programs and have the capacity to create a unified community which embraces positive change. He/She will be a creative person with a strong business sense and an understanding of customer service, finance, fundraising and marketing in a nonprofit or educational environment. The President will model integrity and promote high ethical and professional standards in all interactions with Hadley stakeholders.

The successful candidate for the President position will demonstrate the following abilities, skills and/or qualities:

- Appreciate and promote Hadley's mission with enthusiasm to both internal and external audiences;
- Provide a positive and supportive work environment;
- Communicate effectively, listen well and encourage open communication and respect throughout the Hadley community;
- Establish a presence within professional organizations relevant to Hadley's work;
- Demonstrate successful fundraising experience and expertise that will assist Hadley in securing funds for its future;
- Collaborate closely with the Hadley Board of Trustees in setting appropriate goals and ensuring the achievement of those goals;
- Understand and support distance education and the technology required to deliver effective services;
- Be open to new ideas and seek new methods for development and delivery of relevant educational programs;
- Collaborate effectively with many audiences in forwarding the Hadley mission.

**CAREER PATH LEADING TO THIS POSITION:**

Ideally, the successful candidate for the Hadley presidency will possess a strong understanding of educational programs and services for individuals impacted by low vision or blindness and their support networks. Experience in the blindness field is a positive. The new President will possess a record of effective leadership, preferably in a similar executive position(s). Candidates should have experience that demonstrates strategic, visionary and compelling leadership and successful management of dynamic organizations. Although the individual could come from a variety of fields and disciplines, it would be helpful if the President has experience that would enable him or her to provide leadership to a strong administrative team in a complex organization with an institutional culture of inclusive decision making. The individual should have a track record of success in working at a high senior level where fundraising is a key activity. Successful experience in general and financial management as well as strategic planning and external relations, is also important. Successful candidates should have a range of well-developed skills that demonstrate the ability to conceptualize, plan, implement, administer, evaluate, and develop resources. Cultural sensitivity and the ability to adapt to different situations and environments are important. It is preferred that candidates have successful experience in Board and volunteer relations or comparable leadership experiences.

**EDUCATION:**

An advanced degree is preferred.

**COMPENSATION:**

A competitive salary and benefits package will be provided. A residence adjacent to Hadley's headquarters in Winnetka is provided to the President. Relocation assistance is negotiable, if needed.

**TO APPLY:**

Please direct inquiries, nominations, and applications, including resume and a letter of interest in confidence to:

Karin Stellar or Jay Berger  
Morris & Berger  
500 North Brand Boulevard, Suite 2150  
Glendale, CA 91203  
Telephone 818-507-1234 – Fax 818-507-4770  
[kstellar@morrisberger.com](mailto:kstellar@morrisberger.com) or [jberger@morrisberger.com](mailto:jberger@morrisberger.com)

*Electronic submission is encouraged*