**Director of College Preparation Program**

Perkins School for the Blind is a nationally renowned educational institution with nearly two centuries of serving children and young adults who are blind, visually impaired or deafblind. We are seeking an experienced and innovative professional to be the Director of College Preparation Program.

Reporting to the Executive Director of Educational Program and Superintendent, the Director of College Preparation Program will lead this new and groundbreaking initiative. The College Preparation program prepares young blind adults for the social and academic rigors of college. Through experiential learning and opportunities, technical and academic instruction, personal empowerment and living skills training, the program is expected to improve college graduation rates for blind and visually impaired students. The initial two-semester program pilots in September 2017 and runs through May 2018.

The director will create a comprehensive program drawing upon the expertise of Perkins’ staff and network. The director is responsible for developing the program including creating the curriculum, developing and managing the program’s business model, working with marketing to reach prospective students and managing the daily operations of the program.

Primary responsibilities include:

* Develop and implement hands-on curriculum to supplement academic skills, prepare students to fully participate in student life and develop career preparation skills all with the goal to reduce isolation and increase success at college
* Define goals, target market and value proposition for the program.
* Develop and execute of a strategic and comprehensive recruiting and admissions plan.
* Hire, provide on-going training for, and oversee day and residential programming and staff.
* Define and manage on-campus and off-campus activities for social, academic, personal and career growth.
* Define and manage the program’s business model: set tuition; identify scholarship needs and financial aid implications.
* Budget management and oversight; ensuring cost objectives are met.
* Develop and maintain relationships with external partners including: colleges, universities, disability service officers, other nonprofits with similar interest in college preparations and employers offering internships.
* Develop metrics for evaluation and measure success of the program; report on grants.
* Support on-going fundraising efforts.

Perkins is searching for a creative leader to develop a unique program to solve a national problem. Ideal candidates will possess at least ten years of related and significant work experience in creating, implementing and on-going educational, vocational, pre-college, and/or gap year programs. Experience with college disability services and programs, college services for underrepresented and at-risk populations, or other programs and services for disabled populations is highly relevant. A master’s degree in education, human services or related field preferred.

Candidates will also possess:

* Strong leadership skills and experience building and managing teams.
* Ability to build strong and engaging relationships with colleges, universities, disability officers and other post-secondary academic programs.
* Ability to drive cross-team collaboration with diverse groups in a cross-functional organization.
* Experience communicating and engaging with various audience both external and internal stakeholders, and across multiple levels from C-suite to individual contributors.
* Track record of success developing and implementing engaging and effective programming.
* Deep understanding of current market trends and research.