



**Position Profile**  
**Executive Director**  
**Summit Education Initiative**  
Akron, Ohio

---

***The Organization:***

Founded in 1996, Summit Education Initiative (“SEI”) is a 501(c)3 nonprofit organization with a mission to increase personal and regional prosperity through educational attainment. SEI’s vision is that all Summit County students are prepared for success on a chosen path. The organization works closely with a variety of partner organizations including public schools, colleges and universities, entrepreneurial businesses and corporations, funders, and other nonprofit organizations.

To help Summit County realize this vision, Summit Education Initiative:

- Inspires action with evidence and research.
- Builds commitment to increased equity, achievement, and educational attainment.
- Engages and empowers partners to increase student success from cradle to career.
- Ensures the strength and sustainability of collective efforts in the community.

SEI has an annual operating budget for FY 2022-2023 of \$3.1 million and includes a sustaining endowment of approximately \$6.9 million. The organization has a 10-person staff, and the SEI Board of Directors consists of 21 key community leaders representing business, education, workforce and nonprofit organizations throughout the County. More information can be found on the organization’s website: [www.seisummit.org](http://www.seisummit.org)

***The Position:***

***Location:***

The position is based at Summit Education Initiative’s offices at 120 E. Mill Street, Suite 330, Akron, Ohio 44308; telephone (330) 535-8833.

***Reporting Relationships:***

The Executive Director reports to the 21-member volunteer Board of Directors and interacts regularly with the Chair of the Board. The Executive Committee of the Board meets monthly, and the full Board meets quarterly. This executive will supervise SEI’s 10-staff members.

In addition to Board and staff, other important interactions include: the 20+ business, community, civic, education and funding and agency leaders of Summit County including but not limited to representatives of other P-16/Strive Partnership organizations in Ohio; educational leaders throughout Summit County, including Superintendents, curriculum leaders, Presidents; other community organizations; representatives from foundations and grant making entities and potential donors; other partner agencies and organizations; business leaders; elected officials and their staffs; members of the media.

***Position Responsibilities:***

The Executive Director serves as the chief executive officer of SEI. In this capacity the Executive Director is responsible for the overall planning, operation, staff leadership and development and fiscal management, in accordance with the mission and goals of the organization. This executive will develop an operating plan that achieves the strategy set forth by the organization’s Board of Directors. The Executive Director represents the public face of SEI in the Summit County community and broader region. SEI’s Board strongly prefers the Executive Director live within Summit County.

## Position Profile

# Executive Director ~ Summit Education Initiative

---

Other duties and responsibilities include:

- Work proactively and collaboratively with the Board on the overall strategic direction for the organization.
- Attain and manage resources necessary to ensure the financial operations of SEI are conducted in accordance with applicable laws.
- Oversee staffing activities of the organization, including recruiting, selecting, training, supervising and evaluation of paid, contract and volunteer staff.
- Monitor and approve the organization's program services and assure achievement of its mission and goals.
- Promote SEI to individuals, other organizations, and the local community.
- Direct and participate in public relations and fundraising activities.
- Provide professional leadership to the Board to ensure development of an effective and motivated board, including identification, recruitment, training, and involvement of members in meeting organization goals.

### ***Compensation:***

The Executive Director is expected to earn an attractive compensation package; appropriate benefits and some relocation assistance may be provided.

### ***The Candidate:***

#### ***Education:***

A Master's degree or higher is required; preferred academic fields include education, business management or nonprofit management.

#### ***Professional Qualifications:***

Candidates could come from a variety of backgrounds: a senior leadership role of a school system or educational institution including public or private elementary, middle, or high schools, community colleges or universities; related nonprofit organizations; private sector or business enterprise. The Executive Director will need to possess the educational expertise required to lead an organization focused on convening education stakeholders, and to earn the respect and trust from educators and administrators (both public and private.) This executive will also need to build consensus among other diverse professional, business, and community stakeholders in order to be the leading resource for systemic change throughout Summit County.

#### ***Knowledge, Skills, Abilities and Attributes:***

- **Professional experience** (minimum of 10 years of management background in secondary or higher education, nonprofit or business environments).
- **Fiscal management** (demonstrated ability to manage financial affairs of an organization; understands the need for long-term revenue sustainability and can develop revenue sources and control expenditures accordingly).
- **Fund raising** (experience with multiple funding activities including development programs, grant writing, special events; personal experience successfully soliciting individual and corporate donors; experience in an educational setting particularly desirable).
- **Data handling and analysis** (understands technology and uses it in assembling and assessing data).
- **Planning** (experience in developing and implementing tactical and strategic plans).
- **Diversity** (inclusive; has experience working with diverse groups; promotes diversity programmatically).
- **Management experience** (demonstrated leadership of a professional team managing their work to specified performance goals and measured outcomes).
- **Board relationships** (significant involvement with governance issues and Board of Director interactions).
- **Established contacts** (has developed and maintained active membership or involvement in a statewide or regional network of education-oriented professionals working to affect systemic outcomes)
- **Media relations** (experience serving as spokesperson to and working with the media).
- **Community/public relations** (effective interactions with the public, partner organizations, community groups,

## Position Profile

# Executive Director ~ Summit Education Initiative

---

business leaders, elected officials and able to articulate SEI's mission, goals, objectives, and policy positions).

- **Ohio school finance** (knowledge of State of Ohio's school systems and school district funding challenges).

### *Desired personal traits:*

- **Leadership** (a take charge individual; can manage, motivate, challenge and delegate to others).
- **Ethical** (possesses honesty, integrity, and the highest ethical and moral standards).
- **Human relations skills** (personable; relates well to all kinds of people; socially adept).
- **Emotional intelligence** (demonstrates an understanding of others' needs and abilities; allows others to take credit for organizational successes).
- **Credibility** (can command respect of Board, staff, education leaders and community).
- **Communication skills** (good listener; excellent written and oral communication skills; strong public speaking experience and presentation abilities).
- **Organizational skills** (results oriented; meets established goals and objectives).
- **Management style** (empowers staff; inclusive while providing basic direction and allowing staff team to execute; holds staff accountable).
- **Strategic thinker/vision** (brings "outside the box" ideas; provides a forward view; calculated risk taker).
- **Collaborative** (demonstrates a willingness and ability to work with and through others).
- **Consensus-building** (able to forge effective working relationships with various parties and encourage them to work together toward common goals).
- **Change agent** (proven ability to effectively manage change and transition).
- **Humility** (ability to influence outcomes without needing to take credit for them).
- **Visibility** (highly visible in the community and region).
- **Executive presence** (polished; self confident).
- **Teamwork** (recognizes that many parties are necessary to accomplish big things; speaks of "we" first, not "I").
- **Intelligent** (bright; street smarts and natural intelligence).

### *Challenges and Opportunity:*

The projected first year accomplishments for the new Executive Director include:

- Establish presence as SEI's Executive Director and gain an in-depth familiarity with all operating aspects of the organization including staff, finances, programs and research, Board members.
- With assistance as needed from the Board, initiate formal and informal introductions and connections with SEI's partners and key funders, through varied communications and in-person meetings.
- Form effective working relationships with funders, community leaders, the leadership of 17 public school districts, numerous private schools, local university administrators and the business community.
- Bring enthusiasm and vision to this role, both in terms of oversight of current programs and efforts along with ideas for enhancement and growth. Work in concert with the experienced SEI staff team as well as those team members whose tenure has been shorter.

The Executive Director position of Summit Education Initiative is an outstanding opportunity for a bold and committed executive to lead an organization and align overall operations with strategy to be a major force for collective impact leading to educational excellence in Summit County. This executive will inherit a solid Board and staff, all committed to the effort necessary to move SEI to new successes.

### *Akron and Summit County*

Summit County is located in the northeastern quadrant of the State of Ohio and is home to over 540,000 people. The City of Akron has over 190,000 residents with the remaining population living in over 30 cities, villages and townships in the County.



## Position Profile

# Executive Director ~ Summit Education Initiative

---

Summit County includes residents from diverse ethnic backgrounds and has maintained a solid economy with a mix of service, healthcare, and manufacturing businesses. Arts and culture include galleries, community festivals, restaurants, museums, theatre, a large metro park system, and one of the most visited national parks in the US. Educational organizations include outstanding public and private school systems, community colleges and a number of public and private institutions of higher learning.

Other information about Summit County and Akron:

- Summit County: [www.co.summitoh.net](http://www.co.summitoh.net)
- City of Akron: [www.akronohio.gov](http://www.akronohio.gov)
- Akron/Summit County Convention & Visitors Bureau: [www.visitakron-summit.org](http://www.visitakron-summit.org)

**Summit Education Initiative is proud to be an EEO/ADA Employer that values workforce diversity, inclusion, and equity.** *SEI complies with all Federal, State, and local laws mandating Equal Employment Opportunities. All qualified applicants will be considered in accordance with applicable laws prohibiting discrimination on the basis of race, color, religion, national origin, ancestry, sex, gender, age, veteran status, disability, marital status, hair style and hair texture, gender identity, or sexual orientation. We embrace and celebrate diversity and strive to create genuine belonging for all.*

### **Contacts:**

The client organization we represent, and WAVERLY PARTNERS firmly support the principle and philosophy of equal opportunity for all individuals, regardless of race, religion, sex, age, national origin or disability. Interested candidates should send a resume/CV in confidence to either consultant at WAVERLY PARTNERS, the executive search firm retained by the SEI Board on this search. Email: [SEI@Waverly-Partners.com](mailto:SEI@Waverly-Partners.com)

Heidi G. Milosovic  
Managing Director & Principal  
O: 440.355.6629; M: 216.387.0832.  
E-Mail: [HMilosovic@Waverly-Partners.com](mailto:HMilosovic@Waverly-Partners.com)

Eric N. Peterson  
Managing Director & Principal  
O: 440.892.5961; C: 440.463.0988  
E-Mail: [EPeterson@Waverly-Partners.com](mailto:EPeterson@Waverly-Partners.com)

# WAVERLY PARTNERS

Executive Search Consultants

*August 2022*