**Chief Executive Officer**

**About KIPP New Orleans Schools:**
KIPP New Orleans Schools is a non-profit network of 11 college-preparatory, public charter schools educating 4,800 K-12 students. Since our founding in 2005, we have developed a strong track record of preparing students for success in college and life, and our goal is to help students develop the knowledge, skills, and character strengths needed to pursue a life filled with choices. Through collective hard work and commitment, KIPP students complete college at a rate that is above the national average for all students and four times higher than that of students from similar economic backgrounds.

Our schools are part of the free public school system and enrollment is open to all students. As part of the national Knowledge Is Power Program (KIPP) network of 209 schools in 30 states and the District of Columbia, we are committed to partnering with the community to ensure that all children have the knowledge, skills and character needed to achieve their dreams while making the world a better place. We believe that great teachers and school leaders, a supportive learning environment, and an emphasis on both academics and character are the foundation for student success, and we strive to provide these for every child.

**General Position Overview**

The Chief Executive Officer serves as chief executive of KIPP New Orleans and, in partnership with the Board, is responsible for the success of the organization. Together, the Board and Chief Executive Officer assure KIPP New Orleans' relevance to the community, the accomplishment of KIPP New Orleans' mission and vision, and the accountability of the organization to its diverse constituents. The Board delegates responsibility for management and day-to-day operations to the Chief Executive Officer, and s/he has the authority to carry out these responsibilities, in accordance with the direction and policies established by the Board. The Chief Executive Officer provides direction and enabling to the Board as it carries out its governance functions.

The position requires the following competencies:

- Commitment to results: The Chief Executive Officer translates broad goals into achievable steps.
- Leading change: The Chief Executive Officer possesses the skills and implements the functions of a leader. S/he consistently displays integrity, models behavior, develops people, and builds teams.
- Motivating: The Chief Executive Officer manages continuity, change and transition. This individual is capable of influencing others and enabling others.
- Solid organizational and time-management skills, including the ability to advance numerous competing priorities
- Strong interpersonal and communication skills, including the ability to coordinate activities across team members at multiple locations
- An ability to cultivate partnerships and build consensus
- Comfort defining and upholding high expectations, including delivering and receiving constructive feedback

- A passion for KNOS's mission of driving extraordinary academic achievement and personal growth that result in students' attainment of a college degree

The Chief Executive Officer's responsibilities include but are not limited to the following.

**Legal compliance**

- Assures the filing of all legal and regulatory documents and monitors compliance with relevant laws and regulations.

**Mission, policy and planning**

- Helps the Board determine values, mission, vision, and short- and long-term goals.
- Helps the Board monitor and evaluate KIPP New Orleans' relevancy to the community, its effectiveness, and its results.
- Keeps the Board fully informed on the condition of KIPP New Orleans and on all the important factors influencing it.
- Identifies problems and opportunities and addresses them; brings those which are appropriate to the Board and/or its committees; and, facilitates discussion and deliberation.
- Informs the Board and its committees about trends, issues, problems and activities in order to facilitate policy-making.
- Recommends policy positions.

**Management and administration**

- Provides general oversight of all KIPP New Orleans' activities, manages the day-to-day operations, and assures a smoothly functioning, efficient organization.
- Assures program quality and organizational stability through development and implementation of standards and controls, systems and procedures, and regular evaluation.
- Supports, promotes and exhibits the mission, goals and values of KIPP New Orleans.
- Informs the Board of pertinent information on a timely basis.

**Governance**

- Helps the Board articulate its own role and accountabilities and that of its committees and individual members, and helps evaluate performance regularly.
- Works with the Board President / Chair to enable the Board to fulfill its governance functions and facilitates the optimum performance by the Board, its committees and individual Board members.
- With the Board President / Chair, focuses Board attention on long-range strategic issues.
- Manages the Board's due diligence process to assure timely attention to core issues.
- Works with the Board officers and committee chairs to get the best thinking and involvement of each Board member and to stimulate each Board member to give his or her best.

**Financing**

- Promotes programs and services that are produced in a cost-effective manner, employing economy while maintaining an acceptable level of quality.
- Oversees the fiscal activities of the organization including budgeting, reporting and audit.
- Assures an effective fund development program by serving as the chief development officer or hiring and supervising an individual responsible for this activity. Helps guide and enable the Board, its fund development committee(s) and its individual Board members to participate actively in the

fund development process. Helps the Board and its development committee design, implement and monitor a viable fundraising plan, policies and procedures.

- Participates actively in identifying, cultivating and soliciting donor prospects. Assures the availability of materials to support solicitation. Assures the development and operation of gift management systems and reports for quality decision-making.

**Community relations**

- Acts as an advocate, within the public and private sectors, for issues relevant to KIPP New Orleans, its services and constituencies.
- Listens to stakeholders in order to improve services and generate community involvement.

**Qualifications**:

- Master's degree required with a minimum of five years of experience in a senior management position
- Minimum of three years leading and developing high-performing teams
- Substantial experience working in the nonprofit sector, and interacting with diverse boards.
- Expertise on issues relevant to the organization
- Experience in building revenue and increasing philanthropic support
- Must demonstrate a high level of intelligence and intellectual curiosity and a desire to explore new ideas and innovative approaches to solving problems.

**Physical Demands**:

The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. This position is frequently required to sit; stand; walk; hear; talk; use hands and fingers to handle or feel; and reach with hands and arms. This position requires the ability to occasionally lift office products and supplies up to approximately 20 pounds.

**Compensation**

Salary commensurate with experience. Competitive benefits package including health coverage and retirement.

# RHONDA KALIFEY-ALUISE

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## EDUCATION

**University of New Orleans,** M.A., English, May 2002

Thesis: *Interpreting Southern Heroism: Scarlett O'Hara and Richard Wright*
Honors: Distinction on Comprehensive Examinations

**University of Virginia,** Curry School of Education, M.Ed., June 1997

Thesis: *A Case Study: Academic and Vocational Skills to Assist Students with Learning Disabilities in Transition from School to Work*
Honors: Member, Omicron Delta Kappa, 1996-present

**Tulane University,** B.A. in English and History, 1988-92

Honors: Graduated Cum Laude
Awarded the Tulane Legislative Scholarship (full tuition)
Mortar Board, Historian, 1990-92
Selected as Member of Newcomb Daisy Chain, 1991
Activities: Panhellenic Council, President 1991-92, Vice President, 1990-91
Chi Omega Fraternity
Celebrate Difference, Tulane University Multi-Cultural Club

## EXPERIENCE

**KIPP New Orleans Schools, Inc.** July 2007-present

*Chief Executive Officer*

Responsible for all aspects of the KIPP New Orleans network of charter schools, including managing the organization's aggressive growth from two schools with 550 students in 2006 to eleven schools with 4800 students presently and overseeing a budget that has grown from $6 million to $65 million.

**KIPP New Orleans Schools, Inc.** March 2005-July 2007

*BOARD PRESIDENT*

Led Board of Directors that governed cluster of local KIPP schools, including development efforts, building community support, and creating long-term strategies to address cluster excellence and growth.

**Learning Specialist** September 2003-June 2005

Provide tutoring assistance to secondary students in English and writing, assist students with learning disabilities and attention disorders with academic, transition, adjustment, and self-advocacy issues, and provide college counseling for students in need of disability support during post-secondary years.

**Teach For America, Greater New Orleans Advisory Board Member** January 2002-2010

Assist local Teach For America regional office in supporting development activities, building community support, and providing assistance to corps members.

**Teach For America Alumni Organization,** New Orleans, Louisiana January 2000-January 2004

*CHAPTER LEADER*

Founded local Teach For America Alumni chapter and coordinated alumni activities, including social, development, and policy events.

**The Adjustment Program, Alternative High School,** Lafayette, Louisiana August 1997-June 1998

*SPECIAL EDUCATION TEACHER*

Taught students with behavior and learning disorders who had been expelled from their traditional high schools. Responsibilities included creating individual education programs, instructing students in several academic subjects, incorporating behavior modification to address discipline problems, and implementing a social skills curriculum.

**Fluvanna County High School,** Palmyra, Virginia August 1994-June 1997
*SPECIAL EDUCATION TEACHER*
Taught students with learning and conduct disabilities in resource, self-contained, and inclusion settings. Coached varsity cross country and tennis teams. Sponsored Drug Awareness and Future Teachers Clubs and served on Academic Affairs Committee. Selected as mentor/master teacher for first-year teachers.

**Hartman Middle School,** Houston, Texas August 1992-June 1994
*SEVENTH GRADE ENGLISH TEACHER*
Coached girls' basketball team, sponsored students in national poetry contest, served on Curriculum and Discipline Committees, elected to serve as Cluster Coordinator for 150 seventh grade students and five teachers. Honored as "Outstanding Cluster Coordinator," 1993-94 and for "Outstanding Faculty Presentation," 1993-94.

**Teach For America,** Houston, Texas July 1992-June 1994
*CORPS MEMBER*
Attended six week training program at California State University Northridge, taught for two years in the Houston Independent School District, participated in fundraising, advocacy, and community outreach programs.

## AWARDS

**Young Leadership Council of New Orleans' 2010 Role Model Class**. Each year the Young Leadership Council recognizes a small group of New Orleans' most outstanding and accomplished civic leaders. Rhonda was elected to the YLC's 2010 Role Model Class.

**Teach For America's Peter Jennings Award for Civic Leadership, May 2012.** Each year Teach For America recognizes one of its most outstanding alumni for extraordinary leadership and significant achievement in expanding educational opportunity for children. Rhonda received the award in 2012.

**Newcomb College Alumni Association Community Service Award, May 2017.** Each year Newcomb College Alumni Association recognizes one of its most outstanding alumni for leadership in service and impact in our local community. Rhonda received the award in 2017.