

WESTMINSTER



Chief Information Officer

LOCATION

Atlanta, GA

INITIAL CLIENT REVIEW

Mid-March

DECISION ANNOUNCED

April 27, 2026

POST DATE

February 10, 2026

SEMIFINAL ROUND

Late March

START DATE

Summer 2026
(or earlier by mutual agreement)

PRIORITY DEADLINE

March 8, 2026

ON-SITE FINAL ROUND

Mid-April

REPORTS TO

President

WESTMINSTER



12M & Ed Tech
RECRUITING



SUMMARY

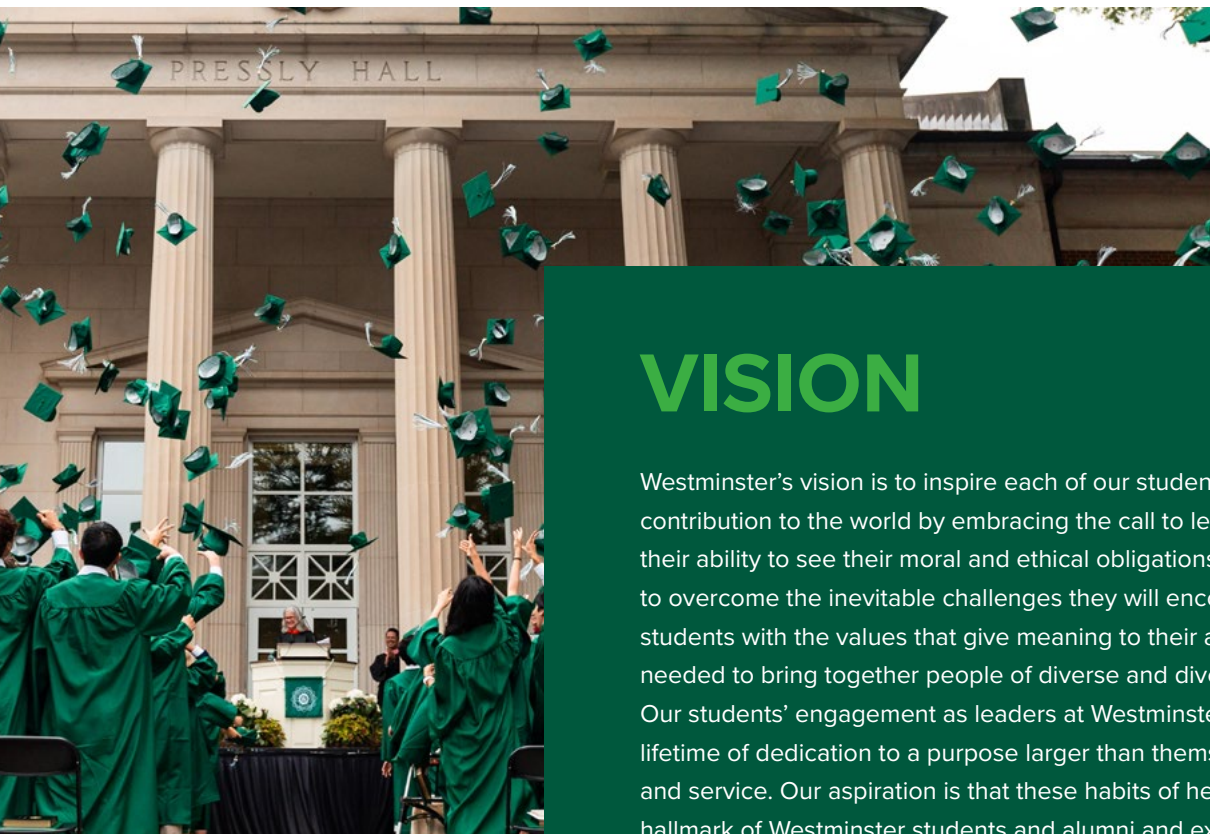
Since its founding in 1951, The Westminster Schools (Westminster) has built a distinguished legacy as one of the most prestigious and high-performing K-12 independent schools in the Atlanta region. A large institution with the scale and magnitude of a small liberal arts college, Westminster combines academic rigor and professional excellence with a values-driven commitment to inclusion, affirming the dignity of all people as central to its identity as a Christian school. Operating at a capacity that requires enterprise-level thinking, Westminster relies on well-developed systems, thoughtful governance and the effective use of technology and data, guided by a highly experienced leadership team.

Westminster introduced the chief information officer (CIO) position in 2019 as a cabinet-level position reporting to the president to provide executive leadership for the school's IT and information systems functions and to support Westminster's operations. Now, the next CIO will continue this work and focus on refining departmental structure, expanding cybersecurity efforts, advancing data governance, and ensuring that systems and infrastructure reliably support the school's mission across academics, athletics, and operations. Westminster is seeking an experienced technology leader who values relationships and collaboration, can set clear strategic direction and goals and brings demonstrated expertise in enterprise systems oversight, data governance and cybersecurity, and team leadership. The CIO will build on existing capabilities rather than starting from scratch, aligning technology practices with institutional priorities and partnering closely with senior leadership to support Westminster's long-term vision. The CIO will report to the incoming president and supervise a team of 10–11 technology professionals in the department. The incoming president will be involved in the later stages of this search, and will also join Westminster this summer following a graceful handoff from the retiring president. Westminster looks forward to welcoming its next CIO sometime this summer, or earlier by mutual agreement.



VALUES

A Westminster student's character is shaped by our School's inclusive Christian mission. In all dimensions of our life together, Jesus' example of love and service to others is our ideal and leads us to embrace the diverse faith traditions at our School. We meet each other and the world around us with compassion and empathy in order to instill the powerful sense of belonging we desire for everyone at Westminster. We believe that establishing high standards of integrity for our school community will foster a steadfast commitment to honor in our students. Finally, our community is at its best when we encounter new opportunities to grow with a spirit of openness and collaboration.



VISION

Westminster's vision is to inspire each of our students to make an enduring contribution to the world by embracing the call to leadership. We cultivate their ability to see their moral and ethical obligations while building resilience to overcome the inevitable challenges they will encounter. We equip our students with the values that give meaning to their ambition and the skills needed to bring together people of diverse and divergent perspectives. Our students' engagement as leaders at Westminster sets the stage for a lifetime of dedication to a purpose larger than themselves in a spirit of love and service. Our aspiration is that these habits of heart and mind will be the hallmark of Westminster students and alumni and expand the impact of our School in the world.



WESTMINSTER'S INCLUSIVE COMMUNITY



Westminster is committed to creating an inclusive and equitable community where diversity is celebrated as one of our greatest assets. This dedication to diversity, equity, and inclusion is deeply ingrained in our mission and identity as an inclusive Christian school. We embrace individuals from all backgrounds, recognizing the richness that diverse perspectives bring to our educational experience. Whether it's race, ethnicity, nationality, gender, religion, social, economic, status, card, or sexual orientation, we value and respect each facet of human diversity.

Westminster works to provide every student with equal opportunity to excel. Every community member is encouraged to thrive, fostering a culture of respect, belonging, and mutual understanding. We believe that learning should reflect diverse voices and experiences to empower students to engage with the complexities of our interconnected world. At Westminster, we recognize our commitment to diversity, equity, and inclusion is an ongoing journey that requires continuous learning and dialogue. Together, we strive to build a more equitable and just future, nurturing, compassionate, informed, and responsible leaders of conscience.



KEY STATS

1,891

STUDENTS
ENROLLED

45%

STUDENTS OF
COLOR

180

ACRES OF
CAMPUS

15

MINUTES FROM
DOWNTOWN ATLANTA

12

ACADEMIC
BUILDINGS

88

ZIP CODES FROM
WHICH OUR STUDENTS HAIL

320

FACULTY MEMBERS

12,000

ALUMNI AND COUNTING



81%

UPPER SCHOOL
PARTICIPATION IN
ATHLETICS

327

ATHLETIC STATE
CHAMPIONSHIPS

35%

UPPER SCHOOL
PARTICIPATION IN
PERFORMING ARTS

42

STUDENT-LED CLUBS IN
THE UPPER SCHOOL

TECH AT A GLANCE

SCHOOL-OWNED DEVICES

- **Employees:** MacBook Airs with Windows for business and security staff
- **K-5:** iPads
- **6-12:** MacBook Airs

HARDWARE

- Cisco-Meraki APs
- Cisco Switches
- Firewalls:
 - 2 Cisco 3110 (FTD)
 - 1 Cisco FTDv (Azure)
 - 1 FirePower Management Center appliance
- SysCloud and CrashPlan for data backup

SYSTEMS

- JAMF for Apple Devices
- Intune for Windows
- Veracross
- Seesaw (Lower School)
- Schoology (Middle and Upper School)
- Magnus (Health)
- NetSuite (Finance)
- Raiser's Edge (Development)
- Revanna and FileMaker (Admissions)



THE CATALYST OF INNOVATION



Goizueta Center for Innovation

At Westminster, the work of teaching students to innovate is designed as an interdisciplinary journey that begins with our youngest Wildcats in Love Hall and grows through the Middle and Upper Schools. At every stage, faculty create learning experiences to emphasize that innovation begins with connections among ideas and people. By the time they graduate, students are equipped as lifelong innovators with the mindset to love challenge and the skillset to lead change.

The Roberto C. Goizueta Center for Innovation is the catalyst that drives these immersive learning experiences, allowing Westminster faculty and students of all ages to imagine, design, and discover every day. Made possible through the transformative generosity of The Goizueta Foundation, the Center gives our students the unique capacity, through the development of critical problem-seeking and -solving skills, to approach the world through a lens that is curious, optimistic, and agile.

LOWER SCHOOL

At Love Hall, our youngest learners discover that curiosity and empathy are central to problem seeking and solving. The Lower School's Goizueta Catalyst Hub combined with division's Design Thinking curriculum enable students to practice critical, creative, and collaborative thinking and ultimately develop the mindset that innovation is exciting, challenging, and everywhere! Faculty model this skillset and mindset every day as they design dynamic student experiences that are often co-taught, deeply interdisciplinary, and cutting-edge in terms of pedagogy and resources.

MIDDLE SCHOOL

As students move into Clarkson Hall, they are greeted by a community and curriculum that embrace transformation and see innovation as intrinsic to the best teaching and learning for young adolescents. Since 2016, The Goizueta Catalyst Hub and its satellite STEAM carts have engaged students across all grade levels and teachers across all disciplines in innovative, project-based learning. Dynamic programs like Economics for Entrepreneurs and eighth grade electives serve as platforms for faculty leaders to cultivate the ambitious mindset students will use to thrive in Upper School.

UPPER SCHOOL

By the time students arrive in Upper School, they create as much of their academic experience as they consume. It is fitting, then, that The Roberto C. Goizueta Center for Innovation expands into a collection of spaces for students to discover exactly how far they can go through experimentation, collaboration, design, and research. The Goizueta Lab and Hub in Hawkins Hall accommodates a variety of platforms for innovation in the Upper School—ranging from the Student Innovation Leadership Council to the popular Innovation and Engineering electives as well as projects embedded in core courses such as Intro to History.



A NEW HOME FOR INNOVATION: THE BLAKE CENTER



Approved in 2017, Westminster's Campus Plan identified five key themes to inspire each building project the School undertook as part of the collective plan.

- Express our founding values in our community and campus
- Deepen the impact of Westminster's unique student experience
- Build community and foster connection
- Put learning and leadership on display
- Serve Atlanta and develop leaders of conscience for our city, nation, and world

The Blake Center embodies each of these themes, connecting the campus and community while fostering creativity. The space is located on the current Scott Hall site at the center of Westminster's historic Quad and directly across from Pressly Hall. Paired with enhancements to the Quad that create inviting outdoor spaces, The Blake Center promotes collaboration across disciplines and provides students with ample opportunities to showcase and test their ideas and work. Hallmark programs such as WCAT, robotics, and visual and digital arts are housed in state-of-the-art spaces that fully meet their needs. The Roberto C. Goizueta Center for Innovation continues to drive innovation across the Lower, Middle, and Upper Schools, with a Goizueta Catalyst Hub on the Quad level and the Goizueta Catalyst Plaza extending innovation outdoors and strengthening the connection with the Middle School's Goizueta Catalyst Hub.

40,000

SQUARE FEET IN THE HEART OF CAMPUS

4,030

SQUARE FEET OF VISUAL ARTS CLASSROOM SPACE

9

INNOVATION LABS

10+

INFORMAL COLLABORATION SPACES

1

OUTDOOR TECH PLAZA
CONNECTING LABS TO MIDDLE
SCHOOL INNOVATION SPACES

1,620

SQUARE FOOT HOME FOR
WCAT AND STUDIO W

1,360

SQUARE FEET OF LIGHT-FILLED
ROBOTICS & ENGINEERING
SPACE



BACKGROUND & NARRATIVE



Founded in 1951, Westminster has long been committed to providing an exceptional student experience centered on academic and personal excellence. The school is an inclusive community that upholds the dignity of all people as an expression of its identity as a Christian school. Westminster offers students abundant opportunities to take initiative and embrace new challenges within a caring, supportive environment that fosters lasting relationships. The campus is shaped by a spirit of joy and growth, as students are encouraged to stretch beyond their limits and develop as leaders of conscience marked by courage, humility and optimism.

The school is guided by a highly experienced and deeply professional leadership team, faculty, and staff, under the leadership of President Keith Evans for the past 12 years. This summer, Keith will be retiring, and Westminster will welcome Jay Rainey as its sixth president. Jay brings extensive independent school leadership experience to Westminster, including a passion for innovation and experience partnering with technology leaders in schools.

This leadership transition comes at an important moment for Westminster's technology strategy. Westminster operates at enterprise scale, relying on well-developed systems, thoughtful governance, and the effective use of technology and data. The chief information officer (CIO) role was introduced in 2019 as a cabinet-level position to provide executive leadership in these areas given Westminster's growing complexity.

Over the last seven years, Westminster has continued to affirm the importance of maintaining a senior, enterprise-level CIO role that reports directly to the president to align with, and help implement, the school's strategic priorities. The next CIO will have the opportunity to build on the original intent of the role while sharpening focus on the technology priorities most essential to Westminster's future, right as the incoming president starts this summer following the retirement of the outgoing president.

Upon joining Westminster, the CIO will have the opportunity to immediately build close relationships with all the members of the

technology department, which includes a team of approximately 10-11 professionals. Even though Westminster is a big campus with a commitment to delivering large-scale operations efficiently, personal connections are paramount. The technology team operates all in one, centralized location in the heart of campus—in a new building that just opened up in early 2026. The team is collegial and relational, and enjoys not only spending time with each other but also connecting with others on campus.

After a nearly six-year tenure by the inaugural CIO, the team has been operating without a permanent leader since last summer. When the previous CIO departed last June, the executive cabinet smartly decided that it would be best to not rush a major hire over the quieter summer hiring period, and instead pause an executive search so that an on-cycle recruitment endeavor could occur during the school year. As such, the IT/IS team has had to rely even more on each other for support, guidance, and interim leadership this past year. Given that, the CIO will be asked to invest a good amount of time to build the next chapter of team culture, operations, and community. Many members of the department are actively leaning into professional growth and skill expansion opportunities in their roles, and are eager to anchor those professional development plans under the leadership of the next CIO.

At the same time, the pace and breadth of demands on the department have increased to a point where focused leadership, prioritization, and clear direction will be essential—and welcomed—to ensure the team can continue to perform at a high level. The CIO may consider ways to refine the department's structure to establish clear functional ownership and effective systems of accountability across the team, which may include augmenting the staff as needed to support increasingly complex end-user needs. The CIO will have the chance to set the vision for the department and recreate a cohesive team culture grounded in shared goals and clear lanes of authority, while serving as the primary conduit between the department and the rest of the school's leadership.



Success in this role will depend on a leadership style that values relationships and collaboration, and the CIO will find thought partners with school constituents beyond the technology department. For example, while academic technology integration currently resides with division heads and faculty, the CIO will be a key partner in imagining how instructional technologies can support curricular priorities, and to make sure that those technologies effectively support teaching and learning across the school with the academic and operational excellence for which Westminster is known. Fortunately, since the technology department is located at the heart of the campus, the team is well positioned for close, day-to-day collaboration with key school departments.

Additionally, this moment presents an opportunity to instill data governance practices that support informed decision-making, protect institutional assets, and align technology practices with Westminster's mission and operational priorities. As the school has grown and its use of data has expanded to influence strategic decision-making, the CIO's role has become increasingly essential for establishing clear data governance, data architecture oversight, and shared institutional policies. In recent years, the technology team has made meaningful progress in data integration, especially through solid partnerships with the admissions, academics, and athletics departments.

However, decisions affecting data are often made within individual functional areas, at times without alignment to broader governance standards.

Thus, there is still work to be done around implementing frameworks for ownership, access, security, and accountability across the institution at the enterprise level. Increased attention to cybersecurity, data privacy, and responsible data use will be essential as Westminster continues to serve and educate its community at scale.

The successful candidate will bring demonstrated expertise in enterprise systems oversight and will understand how to set standards, define priorities and ensure consistent execution across systems and teams in a complex organization. Rather than designing new strategies from scratch or rebuilding core infrastructure, the CIO will focus on leveraging existing capabilities within the department's team and workflows, improving coordination and accountability, and ensuring that technology practices are aligned with the school's overall priorities.

The Westminster community looks forward to welcoming the new CIO, who will report directly to the president, sometime this summer, or earlier by mutual agreement.

Meet the Leadership

We invite you to [watch our interview](#) with Keith and Jay, in which they discuss the Westminster community and the critical importance of the technology in supporting the school's outstanding programs.



KEITH EVANS, PRESIDENT

Keith Evans became the fifth president of The Westminster Schools in July 2014. He came to Westminster from The Collegiate School in Richmond, Virginia, where he served as head of school from 1999 to 2014. Keith has also held leadership roles at St. Mary's Episcopal School (Memphis, TN), Webb School of Knoxville (TN), and The McCallie School (Chattanooga, TN). A graduate of Davidson College, Keith earned his bachelor's degree in religion. He holds master's degrees from Harvard University and the University of Tennessee. Following a successful 12-year tenure at Westminster, Keith will retire this summer.



JAY RAINEY, INCOMING PRESIDENT

Jay will join Westminster as its sixth president, having served as Head of School at Mary Institute and Saint Louis Country Day School (MICDS), a premier day school in St. Louis since 2019. Prior to his work in St. Louis, Jay was Head of School at Randolph School in Huntsville, Alabama. He also spent more than a decade at Norfolk Academy in Virginia, advancing through roles from teacher and college counselor to Assistant Head for Academic Affairs. Jay holds an undergraduate degree in Religion from Princeton University and a master's degree in American Studies from the College of William and Mary.



AREAS OF FOCUS



TEAM LEADERSHIP

The CIO leads a team of 10-11 highly capable and committed technology professionals in the department, with responsibility for overseeing technology operations across Westminster's large, enterprise-scale school environment. The CIO should be ready to offer focused leadership, prioritization, and clear direction to the team—which will be both welcomed and essential—so that the team can continue to perform at a high level. This work may include rethinking departmental structures and functional units to create clear systems of accountability and ownership in support of academic and operational tech needs across the school.

DATA GOVERNANCE

As data plays a growing role in institutional decision-making across all areas of the school's operations—academic, athletic, and administrative—a core tenet of the CIO's work is to establish clear frameworks for data governance, architecture, ownership, access and accountability. The technology team has made meaningful progress in data integration in recent years, and the CIO ensures that this work is coordinated to effectively support Westminster's mission and operations at scale. Thus, successful candidates will bring demonstrated expertise in enterprise systems oversight including best practices around cybersecurity and data privacy.

IT/IS OPERATIONS

The CIO leads the school's IT governance, strategic planning, and policy development, setting clear direction for technology architecture, security, disaster recovery, standards, procurement, and the deployment and support of hardware and software across campus. This work requires managing partnerships with other departments across campus including finance and operations, external vendor and partner management, and a deep understanding of managing IT systems and deployment in complex institutions. Through this work, the CIO ensures that policies, procedures, and service models are consistent, well-defined and aligned with enterprise expectations at a school like Westminster.

ACADEMIC TECHNOLOGY PARTNERSHIP

While academic technology integration currently resides with division heads and faculty, the CIO is an essential partner to these academic leaders in imagining how instructional technologies can support curricular priorities, and to make sure that those technologies effectively support teaching and learning across the school. The CIO also oversees integration efforts that require back-end support of the technology team, ensuring a seamless end-user experience for students and classroom users.



DUTIES



SCHOOLWIDE TECHNOLOGY STRATEGY

- Oversee multiple functional units including IT infrastructure, enterprise data and systems governance, cybersecurity, and all operations and project coordination within those units.
- Run a technology department that supports technological innovation in a scalable and sustainable fashion while adhering to best practices for an enterprise environment.
- Collaborate with senior leadership and key stakeholders to align technology initiatives, policies, and services to the needs of various all-school departments.
- Lead technology prioritization and establish clear operating models for ownership, escalation, and accountability to ensure alignment with the school's priorities.
- Serve as a thought partner with academic leadership to support and implement the use of instructional technologies in alignment with curricular goals and student learning outcomes.

IT/IS OPERATIONS

- Identify and implement opportunities for connecting and consolidating data systems, to ensure datasets are current, reporting is reliable, and redundancies are minimized.
- Lead the periodic review of the school's systems ecosystem and develop key performance metrics to evaluate capacity and return on investment.
- Lead decisions regarding hardware, software, systems, back-end infrastructure, and services to ensure cost-effectiveness; customer satisfaction; compliance; asset management; quality of service; and performance.
- Provide executive oversight for compliance, data governance, and cyber resilience, safeguarding the school's digital assets and operational continuity.

DEPARTMENTAL ADMINISTRATION

- Oversee the hiring, supervision, evaluation, and growth of all members of the technology department, which includes a team of approximately 10-11 technology professionals.
- Implement technology governance, planning, policies, and procedures within a management framework that both department members and constituents support.
- Ensure that the department responds to end-user needs, provides a reliable IT backbone, designs and delivers excellent end-user training, and aligns procedures to all-school needs.
- Oversee the allocation and management of the technology budget, ensuring effective use of school resources for both operational expenses and capital investments.
- Report directly to the president and perform other duties as assigned.



QUALIFICATIONS & QUALITIES



PROFESSIONAL QUALIFICATIONS

- Possession of a bachelor's degree from an accredited college or university, with advanced coursework or degree preferable
- 7+ years of experience leading technology departments and supervising technology employees
- Experience in major areas of technology planning and administration, such as: enterprise systems design and implementation, instructional technology innovation, dataflow and data interoperability, project management, fiscal planning and oversight, and end-user training, preferably in an educational or nonprofit setting
- Demonstrated success building consensus, facilitating critical discussions, and guiding institutions through transitions or new initiatives

LEADERSHIP & PERSONAL QUALITIES

- A deep understanding of the diverse technology needs within a large, high-achieving, multidivisional independent school
- A passion and interest for managing all areas of technology operations in a K-12 school
- Exceptional leadership judgment, ability to delegate and manage multiple subunits, and experience leading teams that deliver outstanding service to a broad set of constituents
- A collaborative leadership presence that brings people together and instills confidence during times of transition
- Exceptional communication and interpersonal leadership skills to foster trust across a diverse team
- A steady, thoughtful approach to team development and organizational growth
- A systems-thinking orientation and curator's mindset that align institutional mission with technological capacity
- A commitment to the mission, values, and culture of Westminster
- A blend of confidence and humility, paired with warmth, humor, and approachability
- An eagerness to engage in the life of an independent school community, including the flexibility for occasional evening and weekend involvement



How to Apply

12M & Ed Tech Recruiting is acting on behalf of Westminster to identify exceptional technology leaders to fill this extraordinary opportunity. Direct inquiries to:

jobs@EdTechRecruiting.com



Applications submitted by **March 8, 2026** will receive priority review.

All applications must be submitted online:

www.EdTechRecruiting.com/jobs/Westminster/CIO

AN APPLICATION REQUIRES SUBMITTING FOUR PDFS:

1. Cover letter introducing yourself to the Westminster search committee
2. CV or resume
3. A reference list of four or more individuals who could speak on your behalf if you were to progress further in this search (include each person's name, current organization, title, phone number, email, and past connection to you; we will not contact anyone on your reference list without obtaining your permission first)
4. A response to the following prompt:

As CIO, how would you set strategic direction, establish priorities, and build accountability across the technology organization while honoring existing strengths and relationships? Please respond in no more than a few paragraphs.

Westminster is committed to the principle of equal opportunity in employment. It is Westminster's policy to provide equal employment opportunities and administer terms and conditions of employment without regard to race, color, religion, sex, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran under applicable federal, state, and local laws.

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