



Lick-Wilmerding High School

DEAN OF TECHNOLOGY

LOCATION

San Francisco, CA

DECISION ANNOUNCED

April 25, 2025

POST DATE

January 30, 2025

START DATE

July 1, 2025

(or earlier by mutual agreement)

PRIORITY DEADLINE

February 28, 2025

REPORTS TO

Head of School

REMOTE SEMIFINAL ROUND

Week of March 24

SALARY

\$185,000 – \$210,000

ON-SITE FINAL ROUND

Week of April 7

Summary

Lick-Wilmerding High School is a private school with public purpose, serving 560 students in grades 9-12 in San Francisco. Since its founding in 1895 as a vocational school, Lick-Wilmerding High School has built upon a long tradition of valuing and integrating the liberal arts, sciences, technical arts, visual arts and performing arts to offer a robust college-prep curriculum. Today, the LWHS curriculum is both a catalyst and a vehicle for civic engagement, and the Public Purpose Program offers students the opportunity to contribute their time, talent, and treasure through partnerships with community organizations. Students demonstrate an unparalleled commitment to their communities, the motivation to deeply explore their interests, and a desire to positively impact the lives of others.

The ideal dean of technology is a visionary and collaborative leader, responsible for overseeing all aspects of Lick-Wilmerding High School's technology strategy and operations. This is a new position for the school, as the school has not had a director of technology for approximately two years. The dean of technology will oversee three major aspects of the school's technology program: instructional technology, data/systems, and information technology, ensuring alignment with institutional goals and priorities. The school has a relationship that currently runs through into the fall with Knowing Technologies, a third-party technology

consulting firm that has been supporting a limited number of higher-level engineering projects and upgrades behind the scenes.

As a senior leader reporting to the head of school, the dean of technology will work closely with faculty, staff, and administrators to develop and implement a strategic vision for instructional technology that enhances the school's mission. Data/systems is an area of growing importance for the school and a priority for many department heads, who are committed to institutional research methods and want to make data-driven decisions across all areas of the school. On the IT side, the dean of technology will oversee a network administrator and part-time help desk technician.

The head of school is seeking someone who can help oversee and coordinate all efforts in these areas, ensuring a cohesive and forward-thinking approach. The dean of technology will prioritize relationship-building, maintain a visible presence within the community, and create an inclusive technology environment that advances the school's unwavering commitment to equity and student engagement. Lick-Wilmerding High School is excited to welcome its inaugural dean of technology on July 1, 2025, or earlier by mutual agreement.

MISSION

A private school with public purpose, Lick-Wilmerding High School develops the head, heart, and hands of highly motivated students from all walks of life, inspiring them to become lifelong learners who contribute to the world with confidence and compassion.



History

1874

James Lick establishes a trust of \$540,000 to endow the California School of Mechanical Arts, now commonly referred to as "Lick."

1894

Jellis Clute Wilmerding leaves \$400,000 to the Regents of the University of California to establish and administer another school, the Wilmerding School of Industrial Arts — a school for boys specializing in building trades and architecture drafting.

1912

George Merrill opens the Lux School for Industrial Training for Girls, using space from the Lick facilities, with a curriculum focused on sewing and textiles, food, health, art, and retailing and merchandising.



1913

Lux opens its own building the following year, on land purchased from the Lick and Wilmerding Schools. The original Lux building still stands today at the corner of 17th and Potrero Streets in San Francisco.

1952

Lux closes, but its early contribution to women's education becomes a national model and significant accomplishment.

1955

Lick and Wilmerding merge to form Lick-Wilmerding High School, and moves to its current campus on Ocean Avenue. It becomes a boys-only school, and begins to develop its outstanding college-preparatory curriculum.



1972

Lick-Wilmerding High School becomes co-educational once again and, shortly thereafter, begins charging tuition for the first time in its history.

1986

Two Lick-Wilmerding High School faculty co-found Aim High, a summer school program for public middle school students that would later grow to nearly twenty campuses.

2018

Lick-Wilmerding High School finishes renovating its main building, the third of three major construction projects since 1997 (first two: library and shops)



Vision for Equity & Accountability

Lick-Wilmerding High School strives to cultivate a diverse, collaborative community of students and adults that is rooted in empathy, equity, respect, humility, and accountability. We commit to uphold the tenets of anti-racism and to interrupt all forms of interpersonal and institutional bias and discrimination. We aspire to create safe, joyful spaces for learning where everyone brings their whole selves, feels known and heard, lifts each other up, and engages in all aspects of life at LWHS and beyond.



Community Norms



- SPEAK FROM THE "I" PERSPECTIVE
- LEAN INTO DISCOMFORT
- RESPECT THE MESSINESS OF IDEAS
- SUSPEND JUDGMENT OF SELF AND OTHERS
- HONOR CONFIDENTIALITY
- ACCEPT SILENCE AS PART OF THE PROCESS
- TAKE SPACE, MAKE SPACE, INVITE IN
- SEEK MULTIPLE PERSPECTIVES, TREATING THE CANDIDNESS OF OTHERS AS A GIFT

Sam Mihara '51 Day of Justice

Every spring the entire LWHS community participates in an in-house conference that explores identity, privilege, and oppression planned by students who have attended the NAIS Student Diversity Leadership Conference, the White Privilege Conference or the Creating Change Conference. Workshops are led by faculty, staff, students and local facilitators or activists. Past session topics have included microaggressions, how ideas about gender impact politics, different belief systems, orientalism, and rap as activism, to name a few. While it can be challenging to explore the cycle of oppression, the Sam Mihara Day of Justice ultimately aims to inspire compassion and a commitment to equity within all LWHS community members.



Key Statistics

Founded in
1895

Average
class size:
17



Multi-year investment and partnership with neighboring City College of San Francisco for use of athletic fields and facilities

CAMPUS SPACES INCLUDE

- Technical Arts “shops”
- caf eteria
- full-court gymnasium with rock climbing wall
- music studio
- dance studio
- photography studio with darkroom
- 7,100 square foot library

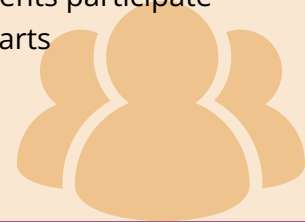


560 total students

70% students of color

74% of students participate in a sport

57% of students participate in performing arts



DIVERSITY

Of the 560 students at Lick Wilmerding High School:

7-14% of each class are first generation-to-college students

12% Black or African American

40% Asian incl. East and South Asian

17% Latinx

60% White, with 40% identifying as multiracial

67 faculty members with an average of

18.6 years of teaching experience

48 with Master’s degrees

3 with PhDs



\$7.6 million allocated for Flexible Tuition

www.lwhs.org





Strategic Plan

As LWHS celebrates its 125th year, this next chapter of our school builds on recent accomplishments and enduring strengths, including:



Our diverse and vibrant community of learners that mirrors the Bay Area and broadens the perspectives of each community member.



Our commitment to public purpose exemplified by the work of The Center for Civic Engagement.



A diverse, talented, and committed faculty and staff who collaborate, innovate, and model their passion for learning.



Broad interest in the school, enabling LWHS to craft a **learning community that embodies our mission.**



An outstanding academic program and ever-evolving Head, Heart, Hands philosophy that asks students to use knowledge and skills to address the most complex societal issues.



A solid financial foundation and increased charitable giving to support the school and its commitment to access and success for all of our students.



Our nationally recognized technical arts program that builds upon the foundation of the school, teaching students to solve problems and demonstrate resilience.



A beautiful urban campus marked by innovative design, a sustainable footprint, and spaces that foster collaboration and connection.

Head, Heart, & Hands



LWHS prepares its students to thrive in college and to be passionate, self-directed, lifelong learners. Toward these ends, its faculty employ a wide range of teaching methods, intended to help every student succeed. LWHS has a long tradition of valuing and integrating the liberal arts, sciences, technical arts, visual arts and performing arts. The resulting rigorous head, heart, hands curriculum provides students with a “toolbox” with which to build lives of consequence and fulfillment. In order to prepare students to assume responsible adult roles in the world, ethical thinking is explicitly woven through the curriculum. Similarly, problem solving and collaborative skill building, including learning when to lead, when to listen, when to contribute, and when to follow, are integral to a LWHS education. Prizing innovative thought, most distinctively through the integration of science, technology and design, LWHS encourages students to marshal the courage to make mistakes in order to learn and become more resilient. LWHS further believes that mindfulness and healthy ways of being, including seeking balance in one’s life, are essential to living a life of care — for self, family, community, and environment.



A Public Purpose

As a private school with a public purpose, service and community engagement are at the core of an LWHS education. The LWHS curriculum is both a catalyst and a vehicle for civic engagement, offering real world insights and inspiring students to contribute their time, talent, and treasure to work that matters. The larger community — local and global — is an extension of LWHS classrooms, providing students opportunities for thoughtful and effective problem solving and stewardship. In addition, LWHS shares its innovative educational models, as well as its knowledge, networks, and resources, with others who are committed to improving lives, prospects, and possibilities for young people.

The Public Purpose Program is a way for students to truly live LWHS’ mission and meaningfully engage with local, national, and global communities. During their four years at LWHS, all students will participate in the Public Purpose Program (PPP), which guides students in several ways, from recognizing how to apply their education and unique talents, to ultimately affecting positive change and social justice.



The Shops



Technical Arts

With hands-on processes and projects at the core, LWS Technical Arts teaches at the junction of Design & Engineering & Craft in service of Connection & Community & Purpose. Lick-Wilmerding Technical Arts is more than the “hands” part of the school. Courses in **Jewelry, Code, Wood, Sewing, Metal, Digital Fabrication, and Electronics** are a place to skill up and connect with your and your peers’ humanity. It’s a place to learn about designing, prototyping, and building things together that bring **joy, confidence, and meaning**. Regardless of future study or career, Technical Arts classes teach students about project management, working in teams across differences, persistence in the face of challenge, being resourceful, object and experience design, and craftsmanship. Classes emphasize hard and soft skills and help form whole and flexible young adults, of all identifiers, for a changing world.

Visual Arts

Visual Arts teachers encourage students to **explore their imagination, tap their experience and knowledge about the world, and trust their unique vision** without fear of failure. We stress visual literacy, conceptual thinking, experimentation, craftsmanship and commitment. We ask our students to **explore, take risks, persevere and deepen their visual perceptions** honestly, reflectively and carefully. Our intention is to inspire them to be curious, creative and courageous, but also disciplined and attentive. We hope that through the development of their visual literacy our students will become more confident in the uniqueness of their vision.



Athletics & Performing Arts



Athletics

Currently, the Athletics program at LWHS is comprised of 30 teams representing 10 different sports at the Varsity, Junior Varsity, and Frosh/Sophomore levels. More than 75 percent of the student body participates in athletics throughout the academic year.

CCSF Partnership

LWHS students have access to City College of San Francisco's Health and Wellness Center, an expansive athletic complex located across the street from the LWHS campus. The Wellness Center houses multiple weight rooms, cardiovascular facilities, basketball courts, a 25 yard indoor swimming pool, all-weather track, eight tennis courts, and a turf soccer and lacrosse field.

Performing Arts

The Performing Arts department educates students in the craft, theory, and philosophy of the performing arts for the purpose of promoting personal and societal transformation. We provide students with an artistic platform in which they have the support to create, engage, and explore, fostering students' individuality, creativity, empathy, human connection, and discipline. We are committed to the representation of all perspectives and presenting work with a cultural, social, and historical foundation to empower students to develop their personal aesthetic, as well as reflect on their role as it extends beyond the classroom.



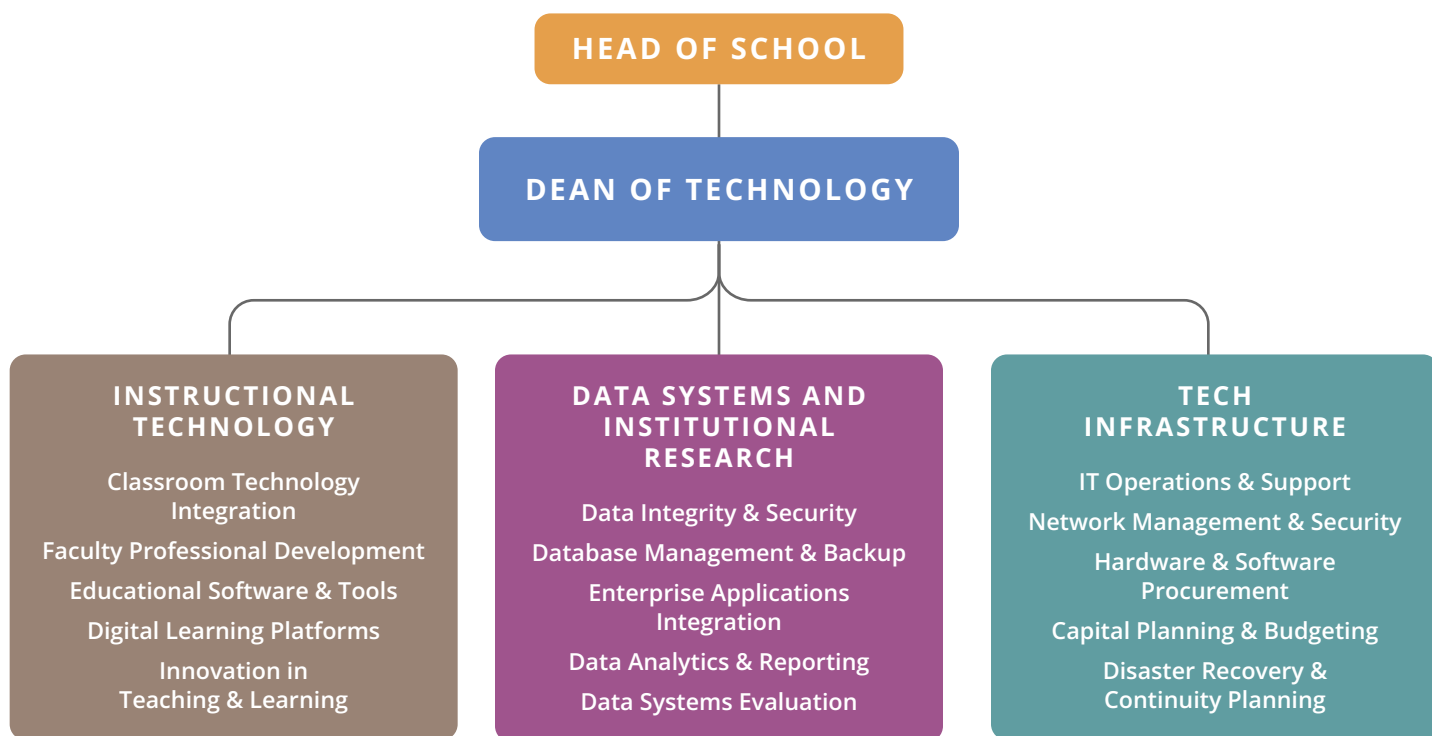
A New Leadership Role

The dean of technology is a new role that will report directly to the head of school and provide strategic leadership across technology infrastructure, data systems, and instructional technology. In recent years, a full-time network administrator has reported to the CFOO and managed the school's technology infrastructure. Starting this summer, the network administrator and part-time help desk technician will report to the incoming dean of technology. Classroom teachers have been exploring instructional technology methods and tools, but there has not been dedicated leadership in this area for many years.

The creation of the dean of technology position will unify all aspects of the school's technology, including providing clear

leadership for emerging institutional research initiatives and advanced data systems management. The ideal dean of technology would have experience serving in an instructional design capacity to teachers, and would be excited to collaborate with teachers in a hands-on, relational way.

The dean of technology should be ready to: support thoughtful integration of digital tools into the curriculum; develop and implement an array of faculty PD; and foster innovation into the teaching and learning program. Serving as an integral member of the head of school's senior leadership team, the dean of technology will play a critical role in advancing the school's mission, vision, and values while overseeing an essential area of school operations.



Technology at a Glance

INSTRUCTIONAL

- 40+ classrooms
- BlendEd Consortium School
- BYOD for students

DATA / SYSTEMS

- Blackbaud
- Google Suite
- Finalsite

HARDWARE

- Primarily a Mac environment
- 60+ Cisco Meraki APs
- NETGEAR multi-switch stack



Background & Opportunities



Founded in 1895, Lick-Wilmerding High School (LWHS) serves 560 students in grades 9–12, with a curriculum that integrates liberal arts, sciences, technical arts, visual arts, and performing arts to prepare students for college and beyond. The school's Public Purpose Program encourages students to engage with and contribute to their communities, reinforcing the school's mission of developing informed, civic-minded individuals. Technology plays an essential role in supporting both academic and operational functions, and while LWHS has a solid technological foundation, there is a need to evaluate aging systems, address deferred maintenance, and modernize infrastructure to keep pace with the rapid advancements in educational technology, particularly in areas like AI and data management.

To oversee this work, LWHS is seeking an innovative and collaborative dean of technology to shape the school's technology strategy and operations to meet the evolving needs of the institution. The creation of this role comes at a crucial moment, as the school recognizes the need for a dedicated senior leader to oversee and drive technology efforts across the school. A little over two years ago, LWHS had a technology leader and the re-establishment of this position reflects the school's commitment to a more strategic and cohesive approach to technology.

This new role will report directly to the head of school and will be instrumental in aligning technology with the school's broader goals. The dean of technology will oversee instructional technology, data systems, infrastructure, and cybersecurity, ensuring these areas are well-integrated and support LWHS's mission to provide a rigorous and inclusive education. With a technology budget exceeding \$500,000 and ample reserves for longer-term infrastructure projects, the school is well-positioned to support this work.

Additionally, with strategic planning on the horizon, the dean of technology will play a key role in shaping the school's long-term vision for technology, ensuring that future initiatives align with institutional priorities and emerging best practices.

In addition to technical expertise, the dean of technology will be instrumental in integrating technology into the classroom. Working closely with faculty, the dean of technology will help identify the tools and technologies that can enhance instructional delivery and student engagement. This will include relaunching the school's instructional technology program, providing professional development for educators, and supporting them in the integration of technology into their teaching practices. The dean of technology will also foster a culture of experimentation, encouraging educators to explore new technologies and teaching methods that can improve learning outcomes. Emerging technologies, particularly in AI, will be a key focus, and the dean of technology will help faculty integrate these tools in ways that streamline administrative tasks while enriching the learning experience for students.

The dean of technology will also play a key role in reviewing and evaluating the school's data systems. Currently, the school uses Blackbaud as its core data management platform, and the dean of technology will assess whether this system is meeting the needs of key operational areas such as admissions, advancement, and academics. This evaluation will involve identifying pain points, gaps, or inefficiencies in the current system and understanding where improvements are necessary. The dean of technology will collaborate with faculty and staff to understand their data needs and workflows and will identify what is required to enhance the school's data systems. This may involve upgrading existing tools, adopting new solutions, or improving system integration to support decision-making and operational efficiency.



Additionally, the dean of technology will lead efforts to strengthen the school's use of data for institutional research — which is an emerging priority for the school — ensuring that leadership and faculty have access to meaningful analytics to support strategic planning, student outcomes, and operational improvements. This includes developing better reporting capabilities, streamlining data collection processes, and ensuring that key stakeholders can leverage data-driven insights effectively. The dean of technology will be responsible for ensuring that data systems are secure, accessible, and user-friendly, and will provide training to faculty and staff to optimize their use of these tools.

On the infrastructure side, the dean of technology will need to perform a holistic evaluation of the school's existing technologies to ensure that systems are secure, reliable, and aligned with present-day institutional needs. While the current infrastructure is functioning well, there is a clear need for modernization, especially regarding systems approaching end-of-life. The school recently conducted a technology audit and, with the support of outside experts, is actively working on making necessary updates to improve its systems. The dean of technology will continue this work, identifying any areas that need upgrading or replacement, and will work with the technology team to address deferred maintenance. Additionally, the role will focus on improving network security to protect the school's digital assets and ensure robust, reliable systems. This includes ensuring the infrastructure is capable of supporting the school's growing needs and emerging technologies, especially AI-based tools and solutions.

This role requires a leader who is not only technically proficient but also able to build relationships and work collaboratively with faculty, staff, and students. The dean of technology will be a visible presence on campus, engaging with the community regularly to understand their needs and challenges. By fostering open communication, the dean of technology will help create a technology environment that supports the school's mission and enhances equity, engagement, and accessibility for all members of the LWHS community. The ideal candidate will have a strong understanding of the school's values and will be committed to promoting diversity, equity, and inclusion (DEI) through technology initiatives.

Looking ahead, the dean of technology will play a pivotal role in shaping the school's technology future, working closely with the head of school and other senior leaders to integrate technology into the school's broader strategic vision. This is an exciting opportunity to lead transformative change at an institution where technology is seen as a key enabler of innovation. The dean of technology will ensure that technology supports not just operational efficiency but also academic excellence, preparing students to meet the challenges of tomorrow. By leading the modernization of infrastructure, enhancing data systems, and supporting instructional technology integration, the dean of technology will help ensure that LWHS remains at the forefront of educational technology and continues to provide a dynamic, forward-thinking learning environment. Lick-Wilmerding High School looks forward to welcoming the dean of technology to start on July 1, 2025, or earlier by mutual agreement.



Raj
Mundra
Head of School

The 2024-25 school year is Raj Mundra's second as head of school at LWHS. Before accepting the head of school position at LWHS, Raj served in a number of roles at Phillips Academy in Andover, MA, including dean of studies and the deputy head of school for academics and residential life. In addition to his time at Andover, he has also served as the deputy head of the secondary school at the Aga Khan Academy in Mombasa, Kenya in 2003, and as a visiting faculty member in science and service at the American School of Bombay in 2010. Mundra holds a B.A. from Brandeis and a MAT in teaching biology from Brown University.

We invite you to [watch our interview](#) with Raj, who discusses Lick-Wilmerding High School's inclusive and inviting community, along with several key priorities and goals for the school's inaugural dean of technology.



Areas of Focus



Instructional Technology Integration

To enhance classroom teaching and administrative efficiency, the dean of technology will collaborate with faculty to incorporate technology effectively, including exploring and implementing tools such as AI-based solutions. They will relaunch the instructional technology program, provide professional development for educators, and foster a culture of innovation by encouraging experimentation with new teaching technologies. Additionally, the dean of technology will support educators in improving digital literacy and building confidence in the use of technology tools.

Data Systems and Institutional Research

The dean of technology will administer and optimize the school's core data management system, Blackbaud, ensuring it effectively supports key operations such as admissions, advancement, and academics. They will evaluate existing data systems to identify gaps, inefficiencies, or areas for improvement, collaborating with staff and departments to streamline workflows and ensure effective data usage. Ensuring data systems are secure and user-friendly, the dean of technology will provide training as needed and promote a data-driven culture to support strategic decision-making across the school.

Infrastructure and Technology Team Management

The dean of technology will oversee and maintain the school's technology infrastructure, ensuring systems are secure, reliable, and aligned with institutional goals. This includes managing a team of two technology staff members, fostering collaboration, accountability, and professional growth. The dean of technology will plan and execute upgrades to address deferred maintenance and meet evolving needs while ensuring efficient help desk operations to prioritize user support for faculty, staff, and students. Additionally, they will provide clear communication of technology goals and progress to stakeholders, promoting transparency and alignment.



Duties

Strategic Leadership

- Develop and implement a forward-looking technology vision aligned with the school's mission, values, and strategic priorities.
- Collaborate with academic, administrative, and operational leadership to ensure technology supports innovation, efficiency, and the broader goals of LWHS.
- Establish and maintain partnerships locally and nationally to advance the school's technology objectives.
- Serve as a member of the leadership team, report directly to the head of school, and perform other duties as assigned.

Instructional Technology Integration

- Collaborate with teachers to integrate instructional technology tools, including AI-based solutions, to enhance teaching and learning.
- Provide professional development opportunities to help faculty effectively utilize technology for innovation and efficiency in the classroom.
- Partner with academic leaders to design and execute a strategic vision for instructional technology aligned with the school's mission.
- Explore and assess new teaching and learning approaches through technology, fostering a culture of continuous improvement and innovation.

Data Systems and Management

- Oversee the school's Blackbaud data system, ensuring secure and effective use across all departments.
- Evaluate current data workflows, providing recommendations and implementing changes to enhance reporting and accessibility for end-users across the school.
- Partner with school leaders to ensure data supports decision-making across key areas, including admissions, advancement, and academics.
- Lead enterprise-wide data projects, coordinating with internal teams and external vendors to achieve successful outcomes.

Technology Team and Infrastructure Management

- Oversee the technology department, supervising a team of two staff members and supporting their professional growth through a collaborative leadership approach.
- Manage the deployment and maintenance of hardware, software, and infrastructure to ensure performance, cost-effectiveness, and scalability.
- Regularly review IT security protocols, disaster recovery plans, and risk management strategies to safeguard the school's digital assets.
- Evaluate current systems and services to identify opportunities for improvement in service delivery and operational efficiency.



Qualities & Qualifications

Professional Qualifications

- A bachelor's degree from an accredited college or university is required; an advanced degree is highly desirable
- Leadership experience in managing technology departments and supervising technology staff, preferably in educational or nonprofit settings
- Proficiency in key areas of technology management, including enterprise IT, instructional technology, data systems, and client services
- A demonstrated ability to design, implement, and oversee impactful professional development programs
- Experience in successfully leading concurrent technology-related programs and projects, with a proven ability to set priorities and deliver results
- Expertise in fostering team growth, managing change, and setting strategic goals for a dynamic and collaborative department

Leadership and Personal Qualities

- A collaborative and empathetic leader who values teamwork and cultivates a culture of inclusivity
- A passion for managing diverse areas of technology—including infrastructure, instructional integration, and data systems—even if prior experience in these areas varies
- A thoughtful and determined approach to achieving departmental objectives and supporting staff development while staying aligned with institutional values
- Exemplary communication skills, including the ability to effectively convey ideas, inspire confidence, and engage a wide range of stakeholders
- Skill in building consensus, facilitating critical discussions, and guiding teams through transitions or new initiatives
- A demonstrated commitment to advancing diversity, equity, and inclusion through both personal engagement and practical implementation
- The ability to think strategically while addressing immediate needs, combining vision with attention to detail
- A warm and approachable personality, fostering authentic relationships and a sense of trust within the community
- An eagerness to participate in the life and activities of an independent school, which may include occasional evening or weekend events



How to Apply

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

jobs@EdTechRecruiting.com

Applications submitted by **February 28, 2025** will receive priority review

All applications must be submitted online:

www.EdTechRecruiting.com/jobs/LWHS/technology

An application requires submitting four PDFs:

1. Cover letter introducing yourself to the Lick-Wilmerding High School search committee
2. CV or resume
3. A list of four references (include each person's name, current organization, title, phone number, email, and past connection to you — though we will not contact any references without obtaining your permission first)
4. A response to the following prompt:

This new role will have several big areas of focus at a school that is community driven, highly relational, and committed to equity and inclusion. In no more than a paragraph or two, how will you bring both a "CTO's mindset" along with a "roll-up-your-sleeves" approach to working with individual members of the faculty and staff?



LWHS is an equal opportunity employer. We value a diverse workforce and an inclusive culture. LWHS encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, and veteran status.