

Lewis Center for Educational Research

**BP 2122: ADMINISTRATION
 PRESIDENT/CEO JOB DESCRIPTION**

Adopted: September 5, 2002

Revised: June 8, 2015

The job of President / Chief Executive Officer ("CEO") entails many complex duties, some specified in law and some assigned by the Foundation Board of Directors ("Board"). The Board shall provide the CEO with a job description that indicates the required qualifications, job requirements, job responsibilities and duties and working conditions. These responsibilities and additional duties are further detailed throughout the CEO Fixed Term Employment Agreement and Board's Policies and Procedures