THOMAS A. BEYER

Dallas–Fort Worth, TX | 817-657-8599 | thomas.a.beyer@gmail.com | linkedin.com/in/thomasabeyer

OPERATIONS MANAGEMENT • PROCESS IMPROVEMENT • PEOPLE LEADERSHIP

PROFESSIONAL PROFILE

Operations leader with seven years of experience improving processes and managing complex, people-intensive services. Supervised **90+** direct reports, partnered in oversight of an **$8M** annual operating budget, helped hire and train **200+** employees, and coordinated changes spanning staffing, technology, safety, and service delivery. Experienced in translating organizational goals into practical procedures and accountable execution.

CORE COMPETENCIES

Business and program operations • Workflow redesign • Staff supervision • Budget forecasting • Procurement and contracts • Change implementation • Risk response • Executive communications

PROFESSIONAL EXPERIENCE

CASSATA CATHOLIC HIGH SCHOOL

Jul 2025–Present

Assistant Principal (Jan 2026–Present); previously Academic Lead and Teacher

- Supervise 11 direct reports across hiring, onboarding, coaching, performance management, and employee relations.
- Redesigned enrollment workflows, documented procedures, clarified ownership of staff handoffs, and trained new and experienced employees in the revised process.
- Led communications for a coordinated North Texas Giving Day campaign that raised more than **$75K**, compared with **$25K** the prior year.
- Rebuilt and manage the school website and email communications; unique visitors increased **55%** year over year (497 to 768).

GREAT HEARTS TEXAS · IRVING LOWER SCHOOL

Jul 2016–Sep 2024

Interim Headmaster (2024); Assistant Headmaster (2020–2024); Director of Campus Operations (2019–2020)

- Oversaw operations for a **750+** student campus while progressing from Director of Campus Operations to Assistant Headmaster and Interim Headmaster.
- Partnered with the Headmaster on an **$8M** annual budget, including forecasting, purchases, contract negotiation, and reporting; a **$150K** surplus prompted a matching capital investment.
- Supervised **90+** direct reports and helped recruit, hire, onboard, and train **200+** employees.
- Supported implementation of PowerSchool, JupiterEd, and Configio, translating system changes into workable campus processes.
- Developed crisis management plans and standardized emergency-response training; managed sensitive safety-related investigations.

THOMAS A. BEYER | OPERATIONS MANAGEMENT • PROCESS IMPROVEMENT • PEOPLE LEADERSHIP

CROSS-FUNCTIONAL OPERATIONS WORK

Process redesign and change adoption

At Cassata, reworked the enrollment process by clarifying decision ownership and handoffs, documenting new procedures, and supporting employees with different levels of institutional tenure through implementation.

People systems and organizational development

Across Great Hearts leadership roles, combined staffing decisions, employee coaching, evaluation, and onboarding with training programs reaching approximately **300** participants across **four** campuses.

Governance, risk, and service continuity

Oversaw purchasing, vendor and contract decisions, budget reporting, and campus risk planning in an environment requiring reliable daily operations and careful response to emergencies.

ADDITIONAL LEADERSHIP & INDEPENDENT WORK

SAINT WINEFRIDE'S SOCIETY 2024–Present

Founder & Fellow

- Founded and manage educational nonprofit discussion programs; coordinate registration, speakers, vendors, volunteers, communications, and budgets for a 100+ attendee symposium, dinner, and auction.

READ ALONG WITH FRODO Independent digital project

Product and content owner

- Created and maintain a public responsive web application; define requirements, prioritize releases, maintain structured data, and test improvements using AI-assisted development.

LITURGY & MUSIC Newsletter and selected writing

Author / Publisher

- Authored and distributed **117** newsletter issues over two years to **170** subscribers (approximately **70%** open rate).

ADDITIONAL PROFESSIONAL APPOINTMENTS

Founders Classical Academy: Third Grade Teacher (Feb–Jul 2025).

Great Hearts Texas: Regional Professional Development Coordinator (2020–2021); Network Curriculum Author (2018–2021); Director of Apprentice Program (2018–2019); Third Grade Teacher (2016–2019).

EDUCATION & PROFESSIONAL DEVELOPMENT

University of Dallas | Master of Humanities in Classical Education, 2020

Great Hearts America Headmaster College, 2019–2020 | Executive leadership coaching, 18-month program

TOOLS & PLATFORMS

Advanced Excel; WordPress; Wix; Squarespace; Netlify; school administration systems (PowerSchool, JupiterEd, Configio).