



Position Description: Director of Schools & Instruction, Bay Area

Organizational Overview

Rocketship Education (www.rsed.org) is a network of public K through 5 charter schools serving primarily low-income students in neighborhoods where access to excellent schools is limited. Using a blend of traditional instruction, adaptive technology and targeted tutoring, Rocketship strives to meet the unique needs of each and every student. But we believe that truly transformative schools do more than educate students; they empower teachers, engage parents and inspire communities. Together, we can eliminate the achievement gap in our lifetime.

Rocketship is based in San Jose, but we realize the achievement gap stretches across the nation. We're opening new schools every year to help reach the millions of students striving in underperforming schools every day.

The Position

The Director of Schools & Instruction will report directly to the Bay Area Vice President and play a critical role in leading the premier network of achievement gap closing charter schools in the Bay Area. In the 2013-2014 school year, the Director of Schools & Instruction will directly manage or coach the eight Rocketship Bay Area Principals resulting in dynamic, achievement gap closing schools with exceptional student achievement. The Bay Area Director of Schools will engage deeply in driving toward academic and school culture outcomes, building an exceptional cadre of instructional leaders and driving Principal professional development, critical thinking and use of data to drive outcomes.

He/she will play a critical role as the instructional leader and change agent strengthening all aspects of the organization's academic management and instructional planning activities with a strong emphasis on strengthening Rocketship's academic performance and supporting its ambitious expansion plans. In this role, the Director of Schools & Instruction will be responsible for ensuring principals meet their achievement goals and improve their instructional practice. This will include setting academic goals for each school, developing an instructional coaching plan for each school, weekly coaching, modeling and scaffolding of Principals and regular use of assessments to assess progress and practice. The Director of Schools & Instruction will be responsible for collaborating across the Regional and National teams to align coaching priorities and support initiatives of the various functional Directors in order to ensure schools and school leaders are receiving outstanding support and the resources they need to reach success with every Rocketeer.

Key Responsibilities:

- Build, develop, and lead the mission-critical team of Principals toward exceptional outcomes for students, families, and staff that result in achievement gap closing schools
- Develop and define annual data-driven goals for all Principals and a strategic management system to ensure each Principal's success
- Empower Principals in their work to manage and lead Assistant Principals, ISD (SPED) Education Specialists, and Office Managers



- Conduct cyclical analysis of school and regional student achievement data to support Principals in assessing student progress
- Assess Principals on their cultural leadership (students and staff), management (staff), and instructional leadership
- Coordinate external Principal coaches
- Develop annual PGP's and conduct mid- and end-of-year performance evaluations

In addition, the Director of Schools and Instruction will partner with the Regional Director of Achievement and Strategy, the VP of the Bay Area and the National Instruction and Talent teams to develop and strengthen RSED's instructional vision, coaching and practice, ensure the hiring of outstanding new principals and school leaders, and constantly evolve our training and support model.

Qualifications

The Director of Schools & Instruction must believe that no student's life is subject to the destiny of demographics.

The successful candidate will have the following skills and experience:

- At least 5+ years of experience as a Principal
- Demonstrated significant student achievement results as a school leader and in-depth experience in school leadership and leading Principals
- Experience inside or working with an urban, public school district
- Five or more years as a manager, including a demonstrable track record of assembling effective teams, strategic planning, communicating a vision and setting priorities, managing team execution, delegating, mentoring others and developing emerging leaders
- Strong leadership skills and personal drive
- An entrepreneurial spirit joining a fast-growing team and a proven track record of results
- A results-oriented, goal-driven, team approach to work
- A bachelor's degree is required and master's degree preferred
- CA Administrative Credential or willingness to acquire credential within two years preferred

The *ideal* candidate will also possess *some combination* of the following:

- Ability to develop and train Principals
- Ability to analyze data to quickly discern the needs and focus of a school campus
- Experience working in a high-growth (100% annual growth) start-up environment
- Strong instructional experience and confidence
- Skills to eliminate boundaries that impede workflow and information between schools (foster cross school collaboration)
- Strong communication skills to translate business strategies and alignment of practices with company mission across the region
- Ability to think strategically and manage with whole function in mind



- Experience in coaching and mentoring teachers to realize significant gains
- Verbal and written fluency in Spanish and/or Vietnamese
- Good consulting, communication, and relationship building skills

Compensation

Commensurate with qualifications and experience, plus excellent health and welfare benefits, 403(b) retirement plan, flexible spending account (FSA), and paid time off.

Hiring Process

If you are interested in this opportunity, please go to <http://www.rsed.org> to submit your online application.

Rocketship Education provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. Rocketship Education complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Rocketship Education expressly prohibits any form of unlawful employee harassment based on race, color, religion, gender, sexual orientation, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Rocketship Education's employees to perform their expected job duties is absolutely not tolerated.