



Position Description: Director of Treasury and Capital Finance

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 Treasury and Capital Finance reports to the Vice President, Treasury and Facilities, and will monitor the organization's cash flow forecasts, perform financial modeling, and direct all financing activities for new school projects and working capital for the organization.

This work requires a deep understanding of the sources and uses of debt capital in complex structures within the commercial real estate industry, strong relationship management skills, and the ability to work closely with a wide range of stakeholders. The ideal candidate would be excited to help define this new role, energized by evolving priorities, and prepared to support growth in regions outside of California by systematizing best practices in order to attract and utilize the most predictable and scalable financing methodologies. The initial set of responsibilities is outlined here, but there will be significant flexibility and evolution around team roles as we work together to optimize the role.

General Job Responsibilities

- To plan and manage the efficient utilization of debt capital in a manner consistent with the objectives of the organization, which may include tax exempt bond financing, New Markets Tax Credit financing, and warehouse lines of credit.
- To investigate and recommend comprehensive strategies to structure and raise debt capital; including making forecasts, managing funds and investments, and preparing periodic comparative financial reports for the senior management team.
- To continually evaluate alternative long-term borrowing strategies and make recommendations in accordance with the capital structure guidelines.
- To analyze and recommend the borrowing risk tolerance for the organization, as well as recommend performance benchmarks.
- To evaluate, develop and implement cash management systems to optimize efficiencies.
- To manage relationships with the organization's financial service providers; including banks, investments bankers, community development lenders, foundations and other stakeholder partners.



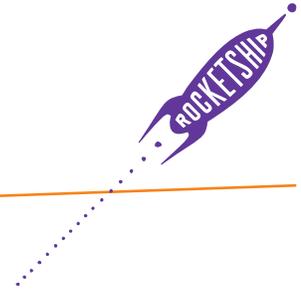
- To manage the due diligence and loan closings processes; creating effective process management tools.
- To represent the organization at business industry events, conferences and with stakeholders and prospective funders.

Qualifications

- Minimum of 7 years relevant experience preferred in commercial real estate project finance and working capital finance, preferably for Charter Management Organizations, school districts, or other institutional real estate asset based companies.
- Candidates with financial modeling experience are preferred.
- Candidates with experience arranging for tax exempt bond financing and New Markets Tax Credit financing, or other similar structured financing are preferred.
- Candidates with an Advanced Degree (Master of Finance, MBA, etc.) in a related field of study are highly preferred, but we will consider those without an advanced degree if they have a minimum of 10 years of related experience.
- Experience in a fast-paced, highly analytical, entrepreneurial environment – with ability and desire to help shape a new role and flexibly shift responsibilities over time as the role and department evolve
- Knowledge of investment portfolio strategy, banking, and financial instruments.
- General knowledge of GAAP and SEC reporting requirements for investments and other financial instruments.
- Advanced analytical, organization, and interpersonal skills.
- Interested in process improvement, and motivated to seek out answers, generate ideas, and develop new skills.
- High tolerance for ambiguity, changing work priorities and deadlines, and a willingness to take on responsibilities and to prioritize work on multiple projects
- Excellent interpersonal communication skills, including on sensitive topics
- Ability to treat sensitive issues with respect and empathy, and maintain strict confidentiality where required
- Evident passion for Rocketship’s mission, matched with a strong work ethic, and a belief that all students, including those with special needs, can achieve academic success
- Strong PC-based computer skills:
 - Microsoft Word, Excel, and PowerPoint
 - Internet navigation
 - Experience using email and calendaring applications (Google based applications)
 - Ability to quickly adapt to new computer programs and software

Work Location

- While we do have a Redwood City office space as our corporate headquarters, time will also be spent at school sites or in the San Jose regional office location. The role requires your own independent transportation to and around the Bay Area Region.
- Periodic travel outside of California may be required.



Compensation

Commensurate with qualifications and experience, plus comprehensive health and welfare benefits, a qualified 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.