

OPPORTUNITY

The Executive Director (ED) of EJE Academies is responsible for leading the organization's strategic vision, operational excellence, and academic performance to achieve its mission of providing high-quality education. The ED oversees all aspects of school operations, governance, and growth while fostering a culture of innovation and inclusion. This role reports directly to the Board of Directors and collaborates with instructional leaders and senior staff to ensure EJE Academies remains a leader in student achievement and community engagement.

RESPONSIBILITIES

Key Responsibilities of the Executive Director include:

Strategic Leadership and Vision

- Implement and update the strategic plan in collaboration with the Board of Directors and school leadership team.
- Drive the vision, mission, and core values of EJE Academies, ensuring alignment across all initiatives.
- Build and sustain a culture of collaboration, equity, and excellence throughout the organization.
- Lead the development and implementation of instructional and operational strategic planning to ensure academic success and organizational sustainability.

Governance and Compliance

- Oversee all aspects of the school's operations, including academic programs, financial management, and facilities.
- Ensure compliance with state, federal, and local regulations, including charter renewal and authorizer agreements.
- Collaborate with the Board of Directors to develop policies and agendas that support the school's growth and sustainability.
- Plan and organize Board meetings in collaboration with key stakeholders.

Academic Excellence

- Partner with instructional leaders to set and monitor academic goals and performance benchmarks.
- Establish and oversee Multi-Tiered Systems of Support (MTSS) to promote student success.
- Foster a data-driven culture that prioritizes student achievement and social-emotional development.
- Advocate for innovative and inclusive teaching practices that prepare students for future success.

Human Capital and Team Development

- Develop a comprehensive human capital strategy to recruit, develop, and retain diverse and talented staff.
- Oversee the performance evaluation of senior leadership, ensuring accountability and alignment with organizational goals.
- Create pathways for professional growth and leadership development within the organization.

Operations and Financial Management

- Lead the development and oversight of the annual budget, ensuring fiscal responsibility and alignment with strategic priorities.
- Supervise business operations, including finance, human resources, compliance, and facilities management.
- Support efforts to secure facilities and resources for the Academy's expansion and sustainability.

Community Engagement and Development

- Serve as the primary ambassador of EJE Academy, fostering relationships with families, staff, community partners, and external stakeholders.
- Develop and execute fundraising strategies to diversify revenue streams and support organizational growth.
- Promote a strong sense of community within and beyond the school, emphasizing volunteerism and family engagement.
- Strengthen EJE Academies' role as a community school, ensuring that resources, partnerships, and programs are aligned to support students and families holistically.

Requirements

PREFERRED QUALIFICATIONS

In order to fulfill these responsibilities, the ideal Executive Director candidate will be/have:

- An accomplished school leader with a minimum of 5 to 8+ years of progressive experience in school leadership, including experience as a Principal.
- Demonstrated experience supervising classified staff and managers, certificated teachers, administrators, and other professionals.
- Advanced degree in education, public administration, or a related discipline.
- Proven experience in school management, including fiscal oversight and strategic planning, with a track record of significant impact on student achievement and school improvement.
- Demonstrated ability to lead diverse teams and foster an inclusive organizational culture.
- Experience with dual-language immersion programs preferred.

DESIRED SKILLS & ATTRIBUTES

- Bilingual and biliterate in English and Spanish.
- Visionary leader with the ability to inspire and mobilize teams around a shared mission.

- Strong financial acumen and experience managing multi-million-dollar budgets.
- Exceptional communicator and collaborator, skilled in building relationships with diverse stakeholders.
- Strategic thinker with a track record of driving innovation and achieving measurable outcomes.
- Commitment to equity, inclusion, and high-quality education for all students.

Benefits

COMPENSATION AND BENEFITS

This position offers a competitive salary range of \$179,000 – \$209,000 and robust benefits including medical, dental, vision and participation in the CALSTRS retirement plan. More details can be provided upon request.