

# **AXL Academy**

## **EXECUTIVE DIRECTOR JOB DESCRIPTION**

### **AXL ACADEMY**

AXL is a college preparatory charter school in Aurora, CO, preparing students pre-kindergarten through 8<sup>th</sup> grade to create their own futures. Our urban school community is diverse ethnically, linguistically, and socio-economically. We are currently in our 8<sup>th</sup> year of operation.

AXL delivers high academic achievement, character growth, and equity for all learners through an active pedagogy (Expeditionary Learning) and a strong school culture. We operate on an 11-month calendar, and the Executive Director position begins July 1, 2015.

### **JOB RESPONSIBILITIES**

#### **Leadership:**

- Build an inclusive school culture that demonstrates integrity, diversity, risk-taking, accountability and an urgent and relentless pursuit of academic achievement.
- Work to eliminate the achievement gap across demographic subgroups at AXL (gender, race, income, native language).
- Serve as an instructional leader by coordinating the development implementation and monitoring of the Unified Improvement Plan
- Ensure a safe and stimulating environment for students, staff and families.
- Lead a professional learning community that focuses on curriculum and instruction as the primary drivers of student achievement and school culture.
- Collaborate with the Board of Directors and staff to pursue the goals set out by AXL's strategic plan.

#### **Academic Achievement:**

- Foster a culture of accountability, high academic achievement and growth
- Develop, implement, and evaluate a collaborative learning model which focuses on improving instructional practices and increases student achievement
- Lead initiatives to support and challenge all students, regardless of where they are on the academic spectrum, through rigorous and creative differentiation strategies
- Use student achievement data effectively to refine and constantly improve students' learning and character development
- Support curriculum advancements and requirements

#### **Communication and Development:**

- Build and strengthen relationships with and among the School's constituencies
- Cultivate giving to the school
- In collaboration with appropriate staff, initiate, plan, and implement fundraising efforts including grant-writing, tours and presentations
- Be the primary contact for partnership and charter renewal (full disclosure: AXL will be applying for charter renewal in the Spring of 2016) with Aurora Public Schools

#### **Management of Organization and Staff:**

- Oversee all matters relating to employment of personnel, including:
  - Recruiting, hiring, training, supervising and dismissing employees
  - Setting compensation of employees (subject to the budget and compensation goals approved by BoD)
  - Establishing terms and conditions of employment
  - Assigning work and duties
  - Evaluating employee performance and supporting improvement in compliance with SB 191
- Manage board approved annual budget and long-term financial goals
- Work with Board, Staff, and 3<sup>rd</sup> parties to ensure accurate accounting and annual auditing
- Oversee safety, security, and risk management policies and procedures affecting students, faculty and staff

## **QUALIFICATIONS**

Requirements:

- Maintain an unyielding commitment to all students' learning: No limits, no excuses
- Have at least 4 years experience in education including curriculum or program development, implementing accountability measures and professional development in support of high quality instruction
- Demonstrate success teaching low-income students
- Must have in-classroom experience in a K-12 grade
- Demonstrated experience and competence in working with operations, finance, budgets, and financial planning
- Lead a faculty with passion and commitment to AXL's mission
- Engage parents meaningfully and respectfully in their children's education
- Boast an unfailing sense of humor
- Thrive in a diverse, intellectually challenging, fast-paced and collaborative environment
- Demonstrated record of developing talent in teams
- Hold an advanced degree in Education or specialty field

Ideal Candidates:

- Speak English and Spanish fluently
- Have leadership experience in an urban Expeditionary Learning school

## **COMPENSATION AND DEVELOPMENT**

- Competitive Salary
- Medical benefits
- PERA retirement benefits
- Annual evaluations of performance are performed by the Board of Directors using authentic instruments, including a professional portfolio, student growth over time, staff development, and input from colleagues

## **APPLICATION PROCESS**

Candidates whose interest, experience and qualifications match those listed above are encouraged to apply. To apply for this position, please email your cover letter, resume and contact information for three professional references to [searchcommittee@axlacademy.org](mailto:searchcommittee@axlacademy.org) No phone calls please.

AXL is an equal opportunity employer.