



Manager, On-Going Support

Building Excellent Schools is an established leader in the recruitment, training and support of founders and leaders of high-performing, no excuses charter schools. We are deeply invested in the success of each and every school founded by a BES Fellow. Through intensive, high-quality training, followed by targeted on-site mentoring, professional development and feedback, BES supports both the founding **and** the sustaining of truly excellent schools that are proving every day that demographics do not determine destiny.

The **BES On-Going Support Team** assists Fellows and their leadership teams through the many challenges associated with founding and leading a charter school. On-Going Support begins as soon as a Fellow is awarded a charter, and provides guidance for Fellows through a sequence of events that includes bringing on the initial staff and inaugural class; seeing the Founding Board transition into a governing Board and moving the new charter school in to its first home, ready to execute on its mission. On-Going Support continues to provide services as schools mature, shifting the focus, based on the needs of the school, to areas such as leadership pipeline development, transition support and professional development.

As the number of BES schools increases, so also does the demand for support of our alumni. As a result, we are expanding our On-Going Support Team. The Manager of On-Going Support will work closely with all members of the On-Going Support Team to deliver high-quality, results-driven support to BES schools.

Required Skills, Experience and Competencies:

- Understanding and belief that academic achievement drives every school decision
- Experience in coaching and training adults – specifically in education
- School leadership experience – preferably in an urban, “no-excuses” charter school
- Exceptional oral communication skills, including excellent presentation skills
- Outstanding written communication skills, with a keen attention to detail
- Desire to work in an intense, focused environment
- Ability to travel nationally
- Bachelor’s degree and relevant experience required; advanced degree preferred

Primary Responsibilities include, but are not limited to, the following:

- Conduct school visits to provide detailed feedback on school leadership, culture, and academic program
- Support school leaders in the planning and delivery of student orientations, staff orientations and professional development
- Conduct school audits, including focus on culture, instruction, and operations
- Conduct strategic planning sessions for school leaders
- Provide targeted support in the areas of staff recruitment and hiring, developing school culture, leadership coaching, curriculum development, instructional leadership, and professional development

To Apply

Please email a resume and thoughtful cover letter (in Microsoft Word), outlining how your skills and experience meet the qualifications of the position, to Johanna Even, Chief of On-Going Support, at jeven@buildingexcellentschools.org, with the subject line “**Manager, On-Going Support.**” Applications will be reviewed on a rolling basis.