

## ACE Leadership HS Seeks Executive Director Applicants

### ACE Leadership High School

ACE Leadership High School is an Albuquerque public charter school that connects a renewed vision of learning with New Mexico industry. Our dream for education is a world where every young person is supported and equipped to reach their highest potential in learning, life, and work.

ACE Leadership High School is where education meets the real world. Our team approaches high school differently. We invest in every aspect of our students' lives to prepare them with the tools, support, and connections they need to thrive. We focus on practical projects instead of tests and partner with leaders in New Mexico's ACE industries to get everyone learning on their feet rather than cramped behind a desk. We all know the world of work is changing, and education should too. That's why we're building a better future together.

### Position Description:

The Executive Director serves as the Head Administrator and is responsible for all activities and functions of a public charter school dedicated to improving educational outcomes for students that choose a different educational model in their individual journeys while preparing them for lives of leadership, purpose and impact. The Executive Director provides the vision, resources, oversight and management to ensure the school stays open and fulfills its mission and public commitment to the community. Based on direct input from multiple stakeholders, the Board has identified a set of skills, knowledge, and experiences that are requisite for the school leader. **Documentation submitted should reflect the following desired experiences and qualifications:**

### Professional Experience in Education

- Experience successfully working with Title I students including knowledge of curricula and programs that foster academic and social emotional growth and achievement of diverse student populations.
- Experience working in a charter school including knowledge of charter school application and accountability processes.
- Experience working in and promoting innovative and alternative educational models and programs, especially career and technical education, project-based learning and competency-based assessment.

### Leadership

- Ability to communicate clear vision and goals to multiple stakeholders and work collaboratively to achieve those goals.
- Open-minded, creative and have a growth mindset in order to lead a school committed to student-centered leadership and decision-making.
- Commitment and track record of success in creating and ensuring a safe and supportive school and learning environment where students are seen as assets that creates a space for learning and individual growth.

- Strong interpersonal and communication skills in order to build and maintain authentic relationships with a variety of stakeholders including students, families, staff, and community partners to fulfill school mission.
- Demonstrated experience successfully working collaboratively within a school/work environment which values and fosters collaboration.
- Experience working with local, state and national government officials.
- Understanding and value of alternative accountability practices and experience with measuring and documenting student and school success with multiple measures.

### **Fiscal and Facilities Management**

- Demonstrated successful experience in the development and implementation of school budgets to ensure that school is fiscally sound and that resources are appropriately allocated to achieve the charter's mission and goals.
- Demonstrated successful experience in school level fiscal, human resources, and materials management.
- Experience in grant writing and building relationships with foundations and other funders.

### **Administrative Experience**

- Experience cultivating a strong working relationship with the school's Governing Board in order to execute the school's strategic initiatives.
- Experience recruiting, attracting and supporting the professional growth and development of staff.
- Knowledge of policies and practices that govern personnel.
- Experience promoting the success of all students by understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.

### **How to Apply:**

Successful candidates must have at least three years formal school leadership experience. For consideration, applicant must submit the following materials directly to the Hiring Committee at [HiringCommittee@aceleadership.org](mailto:HiringCommittee@aceleadership.org):

- Letter of interest demonstrating qualification and experience
- Current resume
- Personal statement of educational philosophy
- Three letters of reference
- Copies of current license(s)

**Application Deadline:** February 28, 2025

**Position Start Date:** July 1, 2025