

McCurdy Charter School (MCS) in Española NM is seeking a Director who will be responsible for embedding our school's mission into the educational process and school activities, with consideration of students, staff, parents and the community. The primary responsibility of MCS' charter is to establish a safe learning environment that recognizes education is rooted in academic excellence and achievement, character development and awareness, and community engagement and leadership.

The successful applicant should address each of the following selection criteria, and DEMONSTRATE how he/she has, and will:

- Apply leadership and strategic skills to ensure the school's Charter and mission are fully implemented and sustained.
- Build and sustain a safe school environment based on responsible and ethical behaviors by students, staff and families in a diverse community.
- Negotiate and fully implement the annual Performance Framework with the Public Education Commission and evaluated by the Charter School Division/PED.
- Establish academic and instructional goals that are consistent with the Charter, and manage staff and resources to meet said goals.
- Administer the development, coordination, maintenance and evaluation of the educational program, ensuring that Common Core standards are implemented in the Core Knowledge curriculum and Paideia methodology.
- Ensure student engagement and growth at all levels of academic progress, while meeting differentiated student developmental and social needs.
- Align curriculum with state, accreditation and Charter requirements, and seamlessly integrate character development and community involvement into the curriculum.
- Engage families in the growth, development and performance of their student(s).
- Apply organizational skills, fiscal knowledge and "best practices" to the transparent management of all school operations.
- Ensure that all school operations are conducted in accordance with local, state and federal laws, and adopted policies of the MCS Governance Board.
- Incorporate technology as tools to expand educational opportunities, measure and demonstrate performance and communicate with stakeholders.
- Provide oversight to all financial operations, including budgetary planning, monitoring and procurement, to ensure compliance with all applicable Federal, State and local laws and requirements.
- Establish and maintain efficient procedures and effective controls for all expenditures of school funds in accordance with adopted budget.
- Effectively communicate on a regular, periodic basis within the school community to build consensus and collaboration with staff, students, families, stakeholders and the MCS Governance Board.
- Develop positive working relationships with a wide variety of constituent groups including the community, other educational entities and state/national organizations.
- Select and mentor staff to encourage passionate and effective, teaching.
- Ensure all staff are equitably evaluated in accordance with the laws of the state of New Mexico and adopted Board policies.
- Provide and/or facilitate professional development opportunities for school staff.
- Proactively inform and advise the Board about programs, practices, activities and issues within the school
- Develop and promulgate regulations, processes and procedures that implement Board policies.

- Provide timely advice to the Board on the implication of changes in statutes or regulations affecting the school's programs, and on the need for new and/or revised policies.

Required

- Valid New Mexico Level 3-B Educational Administrator license, or capable of obtaining said licensure
- Understanding of Common Core, Core Knowledge curriculum and Paideia methodology

Preference

- Bilingual
- Strong Special Education understanding

Interested candidates are required to submit the following:

- A cover letter generally describing qualifications in terms of the selection criteria and a statement of how, if selected, the applicant will maximize the successful operation of McCurdy Charter School
- An extended response to each of the above selection criteria
- A current résumé including academics, employment history, certifications, memberships and awards
- Copy of college or university transcripts
- Three current letters of recommendation
- Copy of Valid New Mexico Level 3-B Educational Administrator license

McCurdy Charter School is an Equal Opportunity employer.

Salary level will be in accordance with qualifications and years of experience

Deadline for Applications: April 15, 2018

Send all requested materials to:
MCS Director Search Committee
P.O. Box 2250
Española NM 87532