



JOB SPECIFICATION

ORGANIZATION: ALLIANCE COLLEGE-READY PUBLIC SCHOOLS
POSITION: CHIEF ACADEMIC OFFICER
LOCATION: LOS ANGELES, CA
REPORTS TO: CHIEF EXECUTIVE OFFICER

BACKGROUND

The Alliance College-Ready Public Schools (Alliance) is a nonprofit charter management organization that opens and operates a network of high-performing middle schools and high schools located in L.A.'s underachieving, low-income communities. These charter schools aim to significantly outperform traditional public schools in preparing students to enter and succeed in college. Alliance schools use an educational model based on high expectations for all students, small and personalized campuses, a longer school year and a longer instructional day, a team of highly qualified teachers and principals and parents as partners in their child's educational success.

Alliance was founded in 2003 by a group of concerned community leaders who wanted to provide more high-quality education opportunities for the families in high poverty, historically underperforming, overcrowded Los Angeles communities. In September 2004, Gertz-Ressler High School opened its doors, paving the way for 10 additional high schools and five middle schools over the next five years. Today, Alliance operates sixteen schools in South and East Los Angeles with plans to open four more by 2010. Ultimately, Alliance plans to operate 50 schools in the most underserved communities of Los Angeles.

Alliance has a strong emphasis on student achievement and is focused on eliminating the performance gap between low-income minority students and other students. Since its inception, Alliance students have consistently demonstrated strong performance compared to their peers. Two charter high schools run by Alliance College-Ready Public Schools scored higher than 800 in 2009 API scores released recently--placing them among the 10 top-performing high schools in LAUSD. Five Alliance high schools scored a 781 or better--scores that placed them in the 16 highest-performing high schools in LAUSD. In addition, Alliance is a part of a coalition of five charter management organizations in Los Angeles that is a finalist for a multimillion-dollar, multi-year grant from The Bill and Melinda Gates to focus on improving teacher effectiveness.

For more information about Alliance, please visit the website: www.laalliance.org.

OPPORTUNITY

Alliance is seeking an experienced and accomplished instructional leader to oversee all the academic functions of the organization. The Chief Academic Officer (CAO) will be responsible for supporting and driving educational performance at Alliance. In this role, the CAO will serve as the chief instructional leader and carry and communicate the



academic vision for the organization. As Alliance expands, the CAO will be responsible for ensuring instructional consistency and quality across the various campuses and building on the successful academic achievements of the Alliance schools.

The CAO will oversee curriculum, instruction, assessment, and professional development. H/she will also oversee the school principals and be responsible for their ongoing development. The CAO will report to the Chief Executive Officer and have substantial contact with the Alliance Board of Directors.

RESPONSIBILITIES

The Chief Academic Officer will have responsibility for the following functions:

SCHOOL LEADERSHIP MANAGEMENT

- Supervise school administrators and encourage a positive and cooperative atmosphere within our small network of schools
- Inspire, challenge, align and develop the school leadership team by providing high-quality instructional leadership
- Balance educational consistency with autonomy at schools and share best practices
- Deliver on academic performance objectives, identifying key initiatives in the areas of curriculum, assessment and professional development

CURRICULUM AND INSTRUCTION

- Guide development of leadership curriculum, selecting appropriate instructional materials, facilitating collaboration among teachers and school sites, leading summer curriculum institutes, and supervising the work of curriculum consultants
- Refine and articulate the overall instructional strategies for the schools, including attention to different learning styles, different student cultural backgrounds, low ability readers, and English language learners

ASSESSMENT

- Develop and refine tools for assessing individual school and organization performance
- Select appropriate benchmark and formative assessments and software tools for collecting and analyzing assessment data
- Develop and oversee a world-class professional development program for the network of schools
- Build out principal development program to support effective school leaders
- Oversee development of partnerships with external programs
- Build relationships with leading education reformers and maintain knowledge of critical education policy issues and innovations in secondary education
- Oversee faculty evaluation systems



ADMINISTRATION AND ORGANIZATION

- As a member of the senior management team, make key decisions related to Alliance for College-Ready Public Schools strategic education plan
- Develop external partnerships with educational organizations and universities
- Support the recruiting of all academic staff and partner with the Director of Human Resources
- Create and review educational presentations in charters and grant applications
- Other duties as assigned by the CEO

QUALIFICATIONS

The ideal candidate will have:

- At least five years experience successfully driving student achievement in a secondary school, as a Principal, mentor, coach or other administrative role
- At least two years successful experience at the system level in a role coaching, managing or conducting professional development for principals
- Significant experience using data to drive student achievement
- A strong understanding of secondary curriculum and programming
- A deep regard for urban students and a passion for their success
- A commitment to very high expectations for all members of the Alliance community and a belief that all children can achieve at high levels
- Excellent communication skills, both oral and written
- Ability to think strategically and systemically and participate in long-term strategic planning
- Superb management and interpersonal skills and the ability to work collaboratively with principals, teachers and other Alliance stakeholders
- A graduate degree in education or a related field

Interested candidates can submit their resume via email to:

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