



Director of Leadership Development – Charter Applications

Building Excellent Schools is a national nonprofit organization based in Boston, MA that is committed to improving the academic achievement of underserved students in our nation's urban centers. We accomplish this by training leaders to take on the demanding and urgent work of leading high-achieving, college-preparatory charter schools.

BES seeks a **Director of Leadership Development** to be an impactful leader for the BES team. S/he will support all BES Fellows in writing a high-quality charter application in support of their vision for an excellent school.

Reporting to the Chief Academic Officer, the **Director of Leadership Development** is responsible for the following:

- Understanding the authorization process and requirements for charter applications in every state with a proposed BES Fellow
- Conducting regionally-focused trainings with Fellows on best practices in writing, editing, and finalizing applications
- Creating regional templates for charter applications
- Providing input and feedback on applications in a timely manner
- Serving as the final set of eyes on applications prior to submission

Required Skills, Experience and Competencies:

- Understanding and belief that academic achievement drives every school decision;
- Experience in coaching and training principals and school leaders;
- 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; and
- Ability to multi-task and manage deadlines;
- Bachelor's degree

To apply, please email a resume and cover letter to Charlotte Jackson, Director of Talent: cjackson@buildingexcellentschools.org.

BES trains high-capacity individuals to take on the demanding and urgent work of leading high-achieving, college preparatory urban charter schools.