Position: School Leader  
Reports to: Governing Board of Directors and Education Service Provider

Mavericks in Education is a dynamic company on a mission to improve the academic success of high school students at risk of not graduating from traditional high schools by operating tuition-free, public charter high schools offering a high-tech, mastery-based curriculum in a stimulating environment with flexible scheduling.

Our employees are a critical part of an organization that is providing powerful, new options for the way children can be educated. They have a passion for education and a drive to make a difference.

Summary
Responsible for the day-to-day operation and management of the school, the School Leader hires, trains, evaluates and supervises the school-based faculty and staff.

Responsible for achieving predetermined objectives with and through the voluntary cooperation and effort of the faculty and staff. These objectives include enrollment, attendance, retention, credits earned, standardized testing and graduation rates.

Responsible for the management of student behavior and discipline. Maintains attractive, organized, functional, healthy, clean and safe facilities. Assumes responsibility for the health, safety and welfare of the students, employees and visitors.

Develops clearly understood procedures and provides regular drills for emergencies and disasters.

Helps to manage the relationship between the school, Mavericks in Education, the non-profit governance board, and the local school district.

Actively participates in community events and promotes the success of the school by developing relationships with local community, government, business and public school leaders.

Abides by and implements all policies and procedures developed by Mavericks in Education, the local school district and other governmental agencies.
Monitors school performance data and manages all reporting needs required by Mavericks in Education, local, state and federal authorities, and the school governance board.

Responsible for the appropriate administration of public and private grants. Works with the business and finance managers to oversee budgets and forecasting.

Manages the budget and expenditures in cooperation with Mavericks in Education to meet financial obligations.

Qualifications
The ideal candidate will possess a passion for helping children gain a high school diploma, a strong desire to improve the education options for children, and will have experience in running a business and/or a school with multi-tier management. This person will work with cross-functional teams to manage projects and improve processes for the school and Mavericks In Education. Satisfactory completion of criminal history and fingerprint.

Education/Experience:

Master's degree (M.A.) or equivalent, or 10-12 years related experience and/or training; or equivalent combination of education and experience. Proven track record in organizational leadership and supervision required, i.e., school administration or business management experience.

Computer Skills:

To perform this job successfully, an individual should have knowledge of Microsoft Office Suite or software including Word, Excel, Outlook and Access.

EOE and Drug-Free Workplace

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Signature                                      Date