



Managing Director, The Broad Residency in Urban Education **THE BROAD CENTER FOR THE MANAGEMENT OF SCHOOL SYSTEMS**

Background

The mission of The Broad Center for the Management of School Systems is to raise student achievement by recruiting, training and supporting executive leadership talent from across America to become the next generation of urban school district leaders. The Center identifies talented leaders from education, business, the military, nonprofit organizations and government who have the passion, knowledge and skills to take on executive leadership roles in urban education. The Broad Center (www.broadcenter.org) operates two leadership development programs: The Broad Superintendents Academy and The Broad Residency in Urban Education.

Job Description

The Broad Center seeks a Managing Director to lead The Broad Residency in Urban Education. The Residency is a management development program for emerging executives seeking a management career that makes an impact. The program provides immediate placement into full-time management positions in urban school districts, charter management organizations (CMOs), and state and federal policy agencies while providing two years of professional development and access to a nationwide network of education leaders. The Managing Director will lead a team of 10 staff located in two offices (Oakland and Los Angeles) to recruit and train future leaders of urban school systems. Each year, the program recruits a new class from 2500 candidates while training two current cohorts of 40-50 Residents.

The Managing Director will report to the Executive Director of The Broad Center. This position is based in Oakland and will require travelling 30% of the time ongoing. We expect travel requirements to be higher in the first year on the job.

Key Responsibilities

- Oversee all aspects of The Broad Residency program, including but not limited to the following:
 - Manage the recruiting team and participate directly in the recruitment and selection of an annual cohort of high-quality Residents
 - Direct the recruitment and selection of high-quality placements and supervisors for Residents
 - Provide leadership for the training program team focused on developing current Residents. The training program consists of eight sessions per year with content driven by residency roles and leadership development supports
- Lead program and 10 person team to high performance
 - Lead cycles of strategic planning, implementation and evaluation of results to enable continuous program improvement
 - Determine and manage resources, including budget and staff, required to deliver on programmatic goals
 - Align and optimize work across the team, including developing staff and maintaining and developing norms and processes
- Serve as a member of The Broad Center's senior management team
 - Assist in setting and implementing the organization's strategic priorities

- Provide guidance to the alumni services team regarding needs and potential services for Residency alumni
- Represent the Residency program to critical constituents including The Broad Center's Board of Directors (i.e. preparation of budgets, written materials and presentations), candidates, faculty and presenters, media, partner organizations, and others in the K-12 education sector
- Additional duties as necessary to ensure program success

Desired Qualifications

We are seeking a leader who has a track record of producing results by building systems and organizational capacity and a passion for developing the next generation of leaders to transform K-12 public education. The ideal candidate must possess the following knowledge, skills, and experience:

Knowledge

- Graduate degree
- Levers for improvement of K-12 urban systems
- Training and leadership development for adult learners

Skills

- Ability to manage multiple sub-teams, balancing day-to-day operations with strategic planning
- Proficiency at assessing skills and developing leaders
- Strong judgment in navigating relationships and complex decisions
- Flexibility to respond to changing situations, shifting priorities and new opportunities
- Excellent written and verbal communication skills

Experience

- 10 or more years of professional work experience with at least two years in K-12 education.
- Work experience should include the following:
 - Leadership experience of a major initiative, program or division
 - Budget oversight of at least \$1M
 - Management of a team of at least five staff. Experience managing managers preferred.
 - Experience working with the central office functions of a large urban school district or charter management organization

Salaries and Benefits

Salary is commensurate with skills and experience. Excellent benefits including health, dental and retirement provisions.

To Apply

To apply, please send a resume and cover letter outlining how your skills and experience meet the qualifications of the position to tbjobs@broadcenter.org. Resumes will be reviewed on a rolling basis. You will receive an acknowledgement of your email. We will only make additional contact with applicants chosen for further consideration.

The Broad Center engages employees without regard to race, color, religion, creed, age, gender, marital status, sexual orientation or any other characteristic covered by law. All who believe they meet the stated qualifications are invited to apply. The Broad Center is an equal opportunity employer.

The statements in this description represent typical elements, criteria, and general work performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required for the job.