



POSITION DESCRIPTION

Position: Director, Impact Team (Finance and Operations Practice Lead)

Location: Flexible but Denver/Boulder, CO or Chicago, IL preferred

We are looking for a leader to manage the Impact Team's Finance and Operations practice. Our ideal candidate has experience in a high-performing school system as a Regional Director of Operations and/or a Director of School Operations with expertise across finance, operations, and enrollment.

BACKGROUND

The [Charter School Growth Fund](#) (CSGF) is a nonprofit that grows the nation's best charter schools. We are a venture philanthropy that identifies great schools, funds their expansion, and helps to increase their impact. Our portfolio includes over 60 charter school networks that operate almost 800 schools serving more than 320,000 students. We launched our third fund in 2015 and, ultimately, we think the schools we support will serve 1 million students.

The Impact Team is a dedicated team inside CSGF that directly supports portfolio members by providing solutions, insights, and connections to help them grow with quality. The Impact Team also manages a \$15M fund to help our schools build capacity and innovate.

OPPORTUNITY

The Director builds deep relationships with the leaders in our portfolio to understand the very best practices in finance and operations. The practice lead shares this expertise through direct support, content creation (blog posts and podcasts), in-person convenings, webinars, and other effective means.

The Director is also the primary point of contact to help portfolio members build financial and operations capacity. For example, the practice lead can help a three-school charter school network anticipate the challenges they will face at seven schools and build capacity accordingly.

CSGF is an entrepreneurial workplace, meaning that our senior leaders need to combine deep functional expertise, the ability to manage complex projects, creativity in solving problems for portfolio members, and strong relationship management across a wide variety of internal and external stakeholders.

KEY RESPONSIBILITIES

- Develop strong relationships with finance and operations leaders in the portfolio in order to identify and highlight best practices.
- Build the platform of knowledge in finance and operations and communicate this knowledge in ways that are useful for busy leaders (see our [Medium page](#) and [weekly newsletter](#) for examples).
- Run convenings, site visits, and other community-building events to connect leaders in the portfolio.
- Analyze portfolio-wide data and manage benchmarking projects to understand important sector trends.
- Provide direct assistance and training to portfolio members.
- Lead Impact Team investments that help portfolio members build capacity or innovate in the area of finance and operations.
- Share the effective practices of the high-performing, charter school sector with school districts and other education partners.
- Identify new opportunities that make the Finance and Operations practice more useful to portfolio members.

REQUIRED QUALIFICATIONS

- Deep commitment to CSGF's mission
- Our ideal candidate has experience as a Regional Director of Operations and/or a Director of School Operations with expertise across finance, operations, and enrollment
- Strong strategic thinking, analytical, and creative problem-solving skills
- Excellent writer and motivation to create great content; prolific
- Ability to build relationships across diverse groups of internal and external stakeholders
- Ability to work seamlessly between high-level strategy and detail oriented work

WORKING AT CSGF

We are focused on hiring and developing great people, giving them plenty of freedom and autonomy, and maintaining high expectations to help team members grow personally and professionally. In return, our team delivers high-quality work that increases our ability to find, fund, and deepen the impact of the highest performing public charter schools in the country. Our core values are:

- **Results.** We work relentlessly to create efficient, measurable, and sustainable results. We strive for excellence and pursue our mission tenaciously. *Ideally, you thrive working in a self-directed manner in a fluid environment where flexibility and tenacity are required.*
- **Entrepreneurship.** We embrace calculated risks and new approaches. We have an entrepreneurial spirit that welcomes innovation, diversity of ideas, and risk. *We rely on you to question conventional wisdom and think independently.*
- **Integrity.** We are truthful, fair, and trustworthy in all aspects of our work. We hold ourselves and our partners to the highest ethical standards. *We trust you will too.*
- **Respect.** We appreciate the challenges faced by education entrepreneurs and recognize the limits of our own knowledge. We understand that our ultimate success is dependent upon the achievements of our partners. *Your humility will be key to building trusted and authentic relationships.*
- **Teamwork.** We value each of our team members as individuals but believe that we achieve the greatest results by working together. We willingly sacrifice individual interests and recognition for greater collective impact. *We hope having fun at work is important to you and you enjoy being a team player.*

COMPENSATION

Compensation is commensurate with experience and education. CSGF offers a very competitive compensation package and this position is eligible for a performance bonus.

APPLICATION INSTRUCTIONS

If interested, please send a resume and cover letter via email to: careers@chartergrowthfund.org. Work authorization required (candidate must have permanent authorization to work in the US).

The Charter School Growth Fund is an equal opportunity employer and has a strong commitment to diversity. Candidates of all backgrounds are encouraged to apply.