

Job Description: Senior Vice President of Schools

Organizational Overview

The Mind Trust is an Indianapolis-based education nonprofit that works to build a system of schools that gives every student in Indianapolis, no exceptions, access to a high-quality education. The Mind Trust does this by building a supportive environment for schools through policy and community engagement, empowering talented, diverse educators to launch new schools, and providing existing schools with the support they need to hire world-class talent and achieve excellence. Since 2006, The Mind Trust has supported the launch of 37 schools, 14 education nonprofit organizations, and has helped place more than 1,500 teachers and school leaders in Indianapolis classrooms. More information can be found at themindtrust.org.

About Working at The Mind Trust

The Mind Trust is a high-impact organization with a fast-paced environment and an emphasis on outcomes and equity. The organization prides itself on its inclusive and dynamic culture, with a focus on quantitative measures and continuous improvement, and is highly collaborative and team-oriented, while also offering a flexible work environment. The organization strives to be antiracist in all its programming, policies, and procedures.

Position Overview

The Senior Vice President of Schools will embody the core values of The Mind Trust, and leverage a strong anti-racist mindset in leading the organization's efforts to launch new high-quality, autonomous schools, to support existing schools to reach and sustain success, and to recruit, retain, and support talented educators to lead in Indianapolis schools, with the goal of significantly increasing the number of Indianapolis students who attend a high-quality public school.

Reporting to the CEO and working closely with The Mind Trust's Leadership Team, the Senior Vice President will be empowered with significant autonomy in their work to manage a full continuum of The Mind Trust's work to support new and existing autonomous schools. Specifically, the Senior Vice President will set a vision for and lead a team in executing The Mind Trust's school incubation, school support, and talent strategies, ensuring coordination and alignment throughout. In addition to being a critical member of The Mind Trust's leadership team, the Senior Vice President will represent the organization externally by cultivating strong relationships with school and network

leaders, national non-profits, philanthropic organizations, and key Indianapolis stakeholders.

Position Responsibilities

School Incubation

- *Lead The Mind Trust's efforts to launch new, high-quality autonomous schools in Indianapolis.*
 - Develop and implement an aggressive local and national recruitment plan that identifies highly talented, entrepreneurial leaders to launch new initiatives – with a central focus on the launch of new schools via the Innovation School Fellowship and the Charter School Fellowship – in Indianapolis.
 - Oversee rigorous selection processes for each incubator, including overseeing leading local and national expert reviewers.
 - Develop and implement a comprehensive support program for education entrepreneurs launching new schools and other initiatives, customizing those supports for each person/school/initiative.
 - Work with education entrepreneurs to establish accountability goals and timelines and actively monitor progress to ensure successful school launch.
 - Provide ongoing opportunities for education entrepreneurs to receive feedback, including identifying and overseeing local and national consultants to provide counsel in areas such as school design and school operations.
 - Oversee a program of travel that provides education entrepreneurs the opportunity to visit some of the nation's best schools and engage with their leaders.
 - Provide support and counsel in operationalizing the school design plans of each education entrepreneur.

School Supports

- *Provide academic, instructional, and non-academic support for new and existing schools.*
 - Develop a system for schools to seamlessly transition from working with the school incubation team to working with the school supports team.
 - Leverage available data to determine the supports that will have the largest impact on increasing student achievement.
 - Identify common areas for growth among schools and develop high-impact learning opportunities tailored to identified needs.
 - Manage a dynamic menu of supports made available to schools to leverage on an ongoing basis.
 - Manage Implementation and Capacity Building Awards, which are designed to support the launch and expansion of autonomous schools in Indianapolis.

Talent

- *Refine and execute The Mind Trust's talent strategic plan, encompassing strategies to create and strengthen diverse teachers and school leader pipelines in Indianapolis.*
 - Support the deployment of The Mind Trust's Teach Indy teacher recruitment campaign, with the goal of increasing the number of diverse teacher candidates hired and retained at autonomous schools.
 - Support the implementation of Relay Graduate School of Education's (GSE's) Teacher Residency and National Principal Academy Fellowship.
 - Establish a comprehensive development plan and programming for local aspiring leaders, creating a local pipeline of educators prepared to lead autonomous schools.
 - Establish a vision and plan for autonomous schools to design talent strategies and build the capacity to implement best practices at the school level.
 - Support the execution of Talent Advisory Committees, comprised of diverse local stakeholders who are representative of both autonomous and district schools, to inform various talent-based priorities and strategies.
 - Work with local operators, national foundations and other city-based reform organizations to solicit input and conduct a needs analysis to localize best practices catalogued from elsewhere.

System-Level Support & Continuum Development

- *At a city-wide level, leverage an equity mindset that considers and advances the effectiveness of the entire education landscape in Indianapolis.*
 - Align The Mind Trust's school incubation, school support, and talent budgets, strategies, and human capital to optimize city-wide impact and exceptional student outcomes, especially for Black and Latino students.
 - Identify new pathways for expanding support to and the continued expansion of MBE/WBE consulting partners and vendors.
 - Revise and iterate on the existing organizational strategies to ensure alignment with the current and future needs of the education landscape.
 - With the Senior Vice President of Strategy and others on the Leadership Team, continuously identify and support new and existing system level support solutions (e.g. Center for Innovative Education Solutions, Enroll Indy, the Special Education Collaborative, etc.).
 - Work closely with the Senior Vice President of Leadership and Equity to continue executing on expanding diverse talent pipelines across Indianapolis.
 - Proactively cultivate and nurture relationships with key education stakeholders.

Miscellaneous

- Provide staff support for The Mind Trust-related events and initiatives.
- Other duties as assigned.

Qualifications

- Deep commitment to and enthusiasm for The Mind Trust’s mission of ensuring that all children have an opportunity to receive an excellent education
- At least five years of experience in the education sector – either through school leadership, government, or nonprofit work – including a track record of driving exceptional results for all students
- Record of outstanding results that result in exceptional outcomes for children
- Knowledge of Indianapolis education policy and reform, education entrepreneurship, and the charter school sector preferred
- Experience successfully managing diverse teams and providing strategic leadership to internal and external stakeholders
- Ability to operate with autonomy and function in a high-energy, dynamic environment
- Ability to operate with a strong sense of personal ownership, urgency, and accuracy in a fast-paced, deadline-driven environment
- Excellent written and verbal communications skills
- Highly organized with demonstrated ability to manage several simultaneous tasks and projects
- Possesses a spirit of flexibility, an openness to feedback, and a commitment to continuous learning
- Critical thinker who displays good judgment in prioritizing problems to resolve and opportunities to pursue

Compensation

The Mind Trust offers competitive compensation commensurate with experience and a comprehensive benefits package including medical, dental and vision insurance, a 403b retirement plan, and paid time off.

The Mind Trust is an Equal Opportunity Employer.

Submit cover letter and resume to:

Lauren Rush, SVP of Strategic Alignment and Operations

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