



The Mind Trust
Transformative education. Rooted in equity.

1630 N Meridian Street, Suite 450
Indianapolis, IN 46202
317.822.8102

Job Description: Senior Director, School Incubation & Acceleration

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 41 schools, 14 education nonprofit organizations, and has helped place more than 1,600 teachers and school leaders in Indianapolis classrooms. The Mind Trust is also expanding its impact by partnering with other organizations in new geographies, often in a consulting capacity.

About The Mind Trust

We are a high-impact, fast-paced organization that emphasizes a results-oriented culture. Our team is highly collaborative and we take pride in offering a flexible work environment. The Mind Trust is committed to diversity, equity, and inclusion (DEI) in all we do to ensure present and future educational success for all students in Indianapolis. Upholding these principles is critical for our staff, Fellows, community stakeholders, and partners to spark radical systemic change. We recognize the past and continued existence of institutional racism, discrimination, privilege, and oppression in our education system and society at large, in particular its adverse effects on our students of color.

The Mind Trust's Talent Philosophy

At The Mind Trust, **values- and mission-aligned, high-capacity** team members **collaborate** and **innovate** to achieve transformative education outcomes. We cultivate a **diverse and inclusive culture** where team members bring their **whole selves** to work and where we demonstrate **care for one another**. We are **self-driven leaders** who operate with a high degree of **autonomy**. We invest in **development**, encouraging and expecting **continuous reflection, learning, and growth**—all driven by a strong sense of **innovation** and **curiosity**.

Position Overview

The Senior Director, School Incubation & Acceleration will lead a statewide incubator/accelerator on behalf of The Mind Trust after supporting the design and launch of the effort. The Senior Director will focus much of their time on supporting the incubation and acceleration of high-quality schools throughout a new state and serve as the point of contact between TMT and partners in the new state



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The ideal candidate is an excellent communicator and influencer who has a strong background in charter school leadership or authorizing. Additionally, the ideal candidate will have general knowledge of the state's education landscape, education policy and reform, the charter sector, and education entrepreneurship.

Position Responsibilities

Support the design & launch of the statewide Incubator

- Develop and implement a statewide charter incubator and accelerator in a specific state
- Develop and maintain tracking systems, investment timelines, and accountability structures that ensure effective stewardship of the funds and resources provided throughout the fellowship

Lead State Incubation & Acceleration Efforts

- Serve as the primary liaison between The Mind Trust and state partners
- Learn continuously from local and national leaders in order to strengthen school incubation structures and supports school incubation pathways
- In collaboration with the SVP of Strategy and Sr. Director of Special Projects, update investment projections to reflect an evolving local and national landscape
- In collaboration with the SVP of Strategy, update the plan for school growth by developing and maintaining deep knowledge of new state and national education landscape
- Build and maintain meaningful relationships with key programmatic partners, local education and community stakeholders
- Allocate and manage financial resources to support each school launch
- Lead recruitment of fellows for the incubator, participating on internal selection teams for fellowship and playing a key role in final decision-making
- Lead the coaching of fellows, drive TMT's incubation programming work in new state, and identify programmatic partners based on fellow's unique needs

Qualifications

- Bachelor's degree required; graduate degree preferred
- Charter network leadership, school launch or charter school authorizing experience highly preferred, including a strong preference for this experience in target state
- Ability to build relationships, influence, motivate, and coach others
- Deep commitment to and enthusiasm for The Mind Trust's mission of ensuring that all children have an opportunity to receive an excellent education.
- Significant alignment and belief in The Mind Trust's core values.
- Ability to operate with purpose, urgency, and accuracy in a fast-paced, deadline-driven remote environment. *Note: some in-person work is expected.*
- Highly organized with demonstrated ability to simultaneously balance several tasks.
- Ability to coordinate and execute logistics with precise attention to detail.
- 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.
- Willingness to travel as needed, including to Indianapolis, on a regular basis



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Compensation

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

The Mind Trust is an Equal Opportunity Employer.

Interested candidates should send a resume and cover letter to The Mind Trust's Senior Director of Special Projects, Porsche Chisley, at pchisley@themindtrust.org.

To learn more about The Mind Trust, visit themindtrust.org.

