

**Osprey Wilds Environmental Learning Center
Charter School Division
Position Announcement**

Job title: Charter School Leadership Fellow

Reports to: Director of Charter School Authorizing

Classification: Regular full-time exempt

Osprey Wilds Environmental Learning Center (Osprey Wilds) is recruiting for a Charter School Leadership Fellow in the Charter School Division.

Osprey Wilds Description

Osprey Wilds (ospreywilds.org) is the largest authorizer of charter schools in Minnesota. The Charter School Division's vision is to authorize a portfolio of high performing charter schools that instill a connection and commitment to the environment in their school communities, while working towards a healthy planet where all people live in balance with the Earth. Through its Charter School Division (ospreywilds.org/charter-school-division), located in Minneapolis, Osprey Wilds authorizes a diverse portfolio of 34 charter schools throughout Minnesota serving approximately 9,500 students.

Osprey Wilds is prototyping a Charter School Leader Incubator, a multi-year, fully funded position focused on developing a high quality leader of a new or operational charter school. Founded on design thinking principles, the OW Charter School Division seeks to unlock a pathway to leadership for educators who better reflect the changing demographics of public charter school students, grounded in student-centered learning and environmental education.

Osprey Wilds is looking for an individual to join our team who brings a demonstrated commitment to advancing educational equity, environmental sustainability, and quality educational outcomes for all students.

General Statement of Position

The primary role of this position is to work in collaboration with the Charter School Division (CSD) team to develop a student-centered, community-driven new school proposal or prepare for leadership of an operational charter school. By embedding with the CSD, the Charter School Leadership Fellow will build a toolkit of practices essential to school success, including effective academic models, school operations and governance, and financial management. As a member of OW's authorizing team, the school leader will observe practices across the portfolio and leverage this knowledge to build a strong foundation as a school leader.

Primary Duties and Responsibilities

- Year 1:
 - Explore effective and student-centered academic models.
 - Learn about communities throughout Minnesota.
 - Meet experienced charter school leaders and building a network.

- Build a toolkit of effective operations and governance practices.
- Support high quality authorizing in the OW Charter School Division.
- Year 2:
 - Establish a founding startup team.
 - Refine and build the school model in partnership with community.
 - Participate in the School Design for Student-Centered Learning program supported by the Bush Foundation and operated by 2Revolutions.
 - Create a new school application.
 - Continue to support high quality authorizing in the OW Charter School Division.
- Year 3:
 - Apply for funding to support the new school proposal.
 - Continue to support high quality authorizing in the OW Charter School Division.
 - Transition to full-time startup or existing school leadership.

Additional Duties and Responsibilities

- Lead governance and operations evaluation process for all schools.
- Conduct site visits to schools for evaluation and monitoring purposes.
- Attend school board meetings.
- Complete written evaluation and site visit reports.
- Coordinate charter school training and support activities including annual leaders retreat, technical assistance communications, and other school outreach and gatherings.
- Engage in ongoing communication with school leaders and board chairs of authorized schools.
- Promote sharing of effective practices among authorized schools.
- Participate in state and national charter school task forces, work groups, and other initiatives.
- Engage in ongoing professional development to advance skills and understanding in the area of charter school authorizing.
- Evaluate new school proposals, transfer schools applications, and school expansion requests.
- Assist the Director of Charter School Authorizing and Charter School Division team on other projects as requested.

Minimum Qualifications

- At least three years experience working in or with public schools in Minnesota or elsewhere, and / or a teaching license from Minnesota or elsewhere
- Leadership and problem solving skills.
- Demonstrated connection and commitment to the environment.
- Excellent communication skills across a variety of media.

Preferred Qualifications

- Knowledge of and experience in charter schools.
- Ability to work effectively with individuals from diverse communities and cultures.
- Bachelor's degree in a related field.
- Demonstrated ability to work both independently and collaboratively.

- Strong organizational and analytical skills and attention to detail.
- Ability to manage multiple priorities on an ongoing basis.
- Access to a vehicle and ability to drive.
- Sense of humor.

Working conditions

This position is remote but the candidate must live in or be willing to relocate to Minnesota in order to conduct in-person site visits and board observations at schools throughout the state. The person in this position will work independently much of the time and will participate in at least two weekly virtual staff meetings with 4-5 team members and a 30-minute one-on-one check-in with the Director of Charter School Authorizing. Much of the work is computer-based. School visits happen on average 2-4 times per month and include both visits during the school day and evening board meetings. Site visits require travel and include overnight stays on occasion. Some weekend time may be required very occasionally. Work is cyclical requiring more hours during certain times throughout the year.

Compensation:

- \$63,540 (for the sake of pay equity and transparency this is non-negotiable)
- Benefits package including medical and dental insurance and retirement contribution after two months
- 15 days of PTO plus 11 floating holidays of your choice

To Apply:

Send a letter of interest, resume, and list of three references to:

Erin Anderson, Director of Charter School Authorizing

anderson@ospreywilds.org

This position will remain open until filled and until a diverse and qualified pool of candidates is identified.

Osprey Wilds is an equal opportunity employer. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. We are committed to building a diverse staff with expertise and interest in working with our unique portfolio of schools. Osprey Wilds strongly encourages applications from candidates of all backgrounds, particularly those that are representative of the populations served by our portfolio of schools.

If you meet some but not all of the criteria for this position, or are unsure, but you're interested in the position, please get in touch. We value and recognize experience that has been unpaid, from the grassroots, or is lived experience.