



Executive Director

Gateway Public Schools

ORGANIZATION

Gateway Public Schools, a public charter school organization located in the heart of San Francisco, was founded in 1998 by a group of San Francisco parents who had the dream of creating a high school that would be a gateway to college for all students regardless of race, income, or learning style. Gateway's mission is to prepare a broad range of learners for success in college and beyond by combining a rigorous academic program with an approach where the individual talents, strengths, and needs of our learners are identified and supported.

In 2011, Gateway expanded its model with the addition of Gateway Middle School to leverage its impact and reach students in the formative middle grades. Today, 800 students attend Gateway Public Schools, and since its founding in 1998, 96% of Gateway's graduates have gone on to college, double the statewide rate. Approximately 40% of Gateway's college-bound alumni are the first in the family to attend. By serving as a model school organization, Gateway hopes to demonstrate that public education can and does work for diverse learners. By sending nearly every graduate to college year after year, Gateway Public Schools is helping students achieve their dreams, building a more just community, and positively impacting their future.

Gateway is also committed to being a positive force in public education beyond its own students and two campuses. With that in mind, it launched [Gateway Impact](#), an initiative that disseminates what Gateway has learned about improving educational outcomes of young people by sharing teachers' best practices, training teachers through a new induction program, and bringing educators from inside and outside Gateway's campuses together to collaborate and learn from each other.

To learn more about Gateway Public Schools, please visit <https://www.gatewaypublicschools.org/>.

OPPORTUNITY

With the transition of Sharon Olken, Gateway's longtime Executive Director, the Gateway board and community has launched a search for this pivotal role. The new Executive Director will ensure that Gateway's academic programs, operations, financial management, community engagement, fundraising, / 1

and relationships with key partners (district authorizers, San Francisco Unified School District, community stakeholders, donors and other entities) continue to be strong and tightly aligned with the organization's strategic plan and core priorities.

The board, staff and community of Gateway Public Schools are seeking a seasoned executive who has a belief and passion for the Gateway mission, possesses strong organizational leadership skills, has a deep level of team management and coaching skills, is an excellent and inspirational communicator and is dedicated to the principles of diversity, equity and inclusion as well as anti-racist practices. This is an exciting opportunity for an exceptional academic and operational leader with a deep commitment to providing a relevant and engaging learning experience for students to serve a dynamic and diverse school community.

RESPONSIBILITIES

Key Responsibilities of the Executive Director include:

- ✎ **Mission and Vision:** Leading the vision for Gateway's success, including ensuring that its academic programs, operations, finance, school culture, community engagement, and external partnerships are highly effective and tightly aligned to the organization's mission and goals;
- ✎ **People Leadership:** Managing senior leaders, acting not only as a supervisor but also as a coach and consensus builder, remaining deeply committed to maintaining the organization's collaborative and anti-racist culture, and developing and bringing out the strengths of all of Gateway's people while holding them accountable for the goals of the organization;
- ✎ **Program Leadership:** Oversee Directors and Principals in charge of Middle School, High School, and Gateway Impact programs, ensuring effective leadership and support for change management initiatives, including shifts to improve educational practices and outcomes, responses to changes in political realities, and the growth of Gateway Impact educator programs;
- ✎ **Organizational Leadership:** Oversee leaders of school operations, development and finance ensuring financial sustainability, high levels of legal compliance (i.e. charter renewal and reports to the state and the district) and effective, equitable organizational systems and processes that will secure Gateway's future (including leading and supporting change management initiatives at both school sites) while partnering closely with organizational leadership to guide the vision and strategy for the school;
- ✎ **Community and Stakeholder Relations:** Ensure effective and frequent communication across multiple stakeholder groups (Board of Trustees, major donors, staff, SFUSD, students, families, etc.), including partnering with the Board of Trustees and funders to secure and allocate the resources and supports necessary to maintain the health of Gateway's schools, ensuring the school can realize the highest levels of success for all students and the community.

NEAR-TERM PRIORITIES

A successful transition into Gateway's Executive Director role will include a high level of focus on the following ongoing organization-wide priorities:

- ✎ Maintain the stability of school operations by building trust and community with school stakeholders (both internal and external) and ensuring retention of key leaders and staff.
- ✎ Continue to develop and strengthen anti-racist and pro-Black practices throughout Gateway's school campuses including defining the clear connection between these practices and concrete student outcomes (academic, SEL, etc.).
- ✎ Partner with the Chief Development Officer in raising \$2 million annually to incrementally increase annual fundraising by \$1 million by 2025 (a total of \$3 million annually).
- ✎ Partner with the Director of Schools and Partnerships to prepare for upcoming charter renewals and accreditations and ensure that Gateway Impact is set up for long-term growth and success.

QUALIFICATIONS

In order to fulfill these responsibilities, the ideal Executive Director will be/will have:

- ✎ An accomplished leader with 10+ years of success in mission-driven work serving young people, families and communities.
- ✎ Knowledge of characteristics of successful schools serving diverse communities and how to implement them in the Gateway context.
- ✎ Anti-racist, culturally competent and self-reflective leader who understands the effects of identity (i.e. race, class, ethnicity, income, sexual orientation, gender identity, national origin, learning styles and neurodiversity), and systems of oppression and can lead direct conversations about them.
- ✎ Exceptional talent development and people management skills, including experience managing and coaching other managers.
- ✎ Demonstrated success managing strategic planning and vision setting, operations, and financial teams.
- ✎ Fundraising experience and acumen, with a preference for knowledge of Bay Area-based individual donors and foundations.

- ✍ Experience collaboratively working with a Board of Trustees and school administrative team.
- ✍ A builder of authentic relationships with community members, partners, funders, and other supporters and stakeholders who engages with a variety of individuals and speaks clearly and compellingly about the organization's goals and priorities.
- ✍ Understanding and effectively managing political relationships (i.e. SFUSD, chartering authorities, SFUSD school board, local political leaders, local journalists, etc.), building bridges across differences to find common ground on behalf of public school students and families.
- ✍ Ability to build bridges across differences to find common ground on behalf of public school students and families.
- ✍ Excellent writing, presentation, interviewing, public speaking and partnership-building.
- ✍ Intellectual depth, a high level of emotional intelligence and strategic thinking skills. ✍

Experience as a teacher and/or school administrator in diverse communities.

COMPENSATION AND BENEFITS

This position offers a competitive salary range of \$235,000-\$260,000. Gateway Public Schools offers an excellent benefits package, including fully paid medical, dental and vision insurance, life insurance, six weeks paid vacation, ten sick days, and fourteen paid holidays, professional development opportunities, a retirement savings plan, onsite parking, and, if qualified, student loan repayment support. More details can be provided upon request.

TO APPLY

Please submit a resume online at <https://apply.workable.com/j/9279051C5F/>. For additional questions about this position or to speak with someone about your interest, please contact Corina Ramos at cramos@edgilityconsulting.com or at 510.495.0040.

Gateway Public Schools is an equal opportunity employer and an organization that values diversity. Recruiting staff to create an inclusive organization is a priority, and we encourage applicants from all backgrounds. Candidates are evaluated solely on their qualifications to perform the work required.

