



# Chief Executive Officer Job Announcement

## We are E.L. Haynes

A learning community where every student—of every race, socioeconomic status, home language, and ability—prepares to thrive in college, career, and life.

Founded in 2004 and named for the first African-American woman to earn her Ph.D. in Mathematics, the award-winning E.L. Haynes Public Charter School serves nearly 1,200 students in grades Pre-K3 through 12th grade.

We believe that our most significant contribution to ending systemic injustice is through purposefully empowering our diverse community—as individuals and as a collective—with the skills and conviction to be effective leaders for equity.

## Our Core Values

- **Lead for Equity:** We challenge ourselves and each other to interrupt inequities and build equitable alternatives.
- **Choose Joy:** We find, bring, and share the joy in our work every day. We practice gratitude, celebrate wins, and offer praise.
- **Achieve Excellence:** We deliver high-quality work every day. We set ambitious goals, embrace challenges, and hold ourselves and each other to high standards.
- **Own Our Learning:** We model a growth mindset for our students. We own our actions, mistakes, and learning. We continually look for ways to improve and produce high-quality work.
- **Succeed Together:** We value every member of our community and treat each other with kindness and care. We build meaningful relationships with students, families, and each other. We achieve more through collaboration and teamwork.

## About the Position

E.L. Haynes Public Charter School seeks a relational, student-driven, and equity-focused leader to serve as our next Chief Executive Officer (CEO). Over the past 20 years, E.L. Haynes has built a strong reputation for its commitment to nurturing students, celebrating diversity, cultivating meaningful relationships, and delivering a rigorous and relevant curriculum. The incoming CEO will play a critical role in championing our vision and mission by fostering a culture of excellence, equity, and inclusion and ensuring every student has access to a high-quality education.

Reporting to the Board of Trustees, the CEO will partner with the E.L. Haynes staff, students, families, and community to drive initiatives that improve student success, promote collaboration, and create an environment where all students thrive, feel valued, and are equipped for future success. They will be responsible for the day-to-day operations, academic and fiscal oversight, and maintaining equity and accountability as the foundation across all aspects of the organization. They will spearhead the next phase of the organization's five-year strategic plan to ensure a core focus on improving student outcomes and adapting to meet the evolving needs of our students and community.

The CEO will be an experienced leader with a track record of building staff capacity, implementing systems to improve academic outcomes, and successfully leading a culture of care, optimism, trust, joy, partnership, and transparency. They will be a student and community advocate, a strategic thought leader, and responsible for ensuring academic excellence and the financial sustainability of the organization.

Watch *Bring Yourself to Haynes* to hear from students about how E.L. Haynes is working to make the world a better place.



## You will lead:

### ACADEMIC EXCELLENCE AND PROGRAM OVERSIGHT

- Set and advance a rigorous, strategic vision for our instructional program and continue to refine the teaching and learning approach to ensure the best outcomes and results for every student
- Partner with the Board of Trustees to articulate E.L. Haynes's ideal state, envisioning 5-10 years ahead, foreseeing potential opportunities and challenges, and engaging in backward planning to position the organization for success
- Collaborate with the Chief Academic Officer (CAO) to manage the implementation of equity-focused strategies informed by research on high-quality instructional practices to enhance academic success
- Drive transformational change by partnering with school-based teams to analyze student data, identify trends, diagnose root causes, and use outcomes to pivot or iterate toward desired goals
- Uphold consistent systems of accountability, via reviews, ongoing conversations, and standards-aligned practices that are implemented with clear indicators of success
- Ensure that socio-emotional and mental health programs are embedded in school culture, prioritized alongside academic achievement, and continue to flourish

### EQUITY AND STUDENT-CENTERED LEADERSHIP

- Hold themselves and the organization accountable for student success by implementing equitable systems and offering effective differentiated supports
- Operate from a place of community orientation and show up as a learner to identify and dismantle barriers to embedding diversity, equity, inclusion, and belonging into all E.L. Haynes interactions and practices
- Collaborate with the Chief Talent Officer (CTO) to standardize what equity and belonging look like in the workplace and implement policies and systems to address challenges and build staff capacity
- Actively engage on the impact of race and power dynamics within the school community to address organizational inequities by gathering feedback, celebrating successes, accepting accountability for failures, and implementing measures to repair harm
- Proactively build and maintain relationships across the school community to ensure a culture of trust as a critical component of an equitable, student-centered environment

### CULTURE, TALENT MANAGEMENT, AND DEVELOPMENT

- Create a supportive and collaborative environment that invites staff to share diverse perspectives, challenge ideas, and inspires them to pursue excellence for students
- Hire, retain, and develop the leadership team and E.L. Haynes team members, ensuring individuals and teams have the capacity, authority, and information necessary to fulfill their responsibilities
- Along with the CTO and CAO, develop and empower principals to design and execute a comprehensive school-level talent management and accountability system
- Partner with the Talent Team to implement feedback systems and professional development and coaching opportunities aimed at enhancing the skills and capacity of staff
- Support data-driven staffing decisions and contribute to building a robust talent pipeline to meet organizational needs



### COMMUNITY CHAMPION, ADVOCACY, AND ENGAGEMENT

- Operate with the belief that being present, visible, and accessible to students, families, staff, and the community is integral to running an effective and welcoming organization
- Nurture relationships with students, staff, and families, and create space for their voices to inform policies and decision-making
- Build strategic DC-based alliances and relationships with city-wide agencies, policymakers, and other school leaders, to elevate our needs, address challenges, garner support, and sustain key strategies
- Translate E.L. Haynes' mission, model, needs, and plans into clear and compelling communications that advance our goals with internal and external audiences
- Enhance and deepen family and community engagement initiatives to foster an inclusive community and improve collaboration in support of the whole child

### SUSTAINABILITY AND RESOURCE MANAGEMENT

- Oversee organizational finances, real estate, and the systems, processes, and procedures needed to maintain E.L. Haynes' long-term fiscal health
- Ensure all campuses have exceptional facilities that contribute to a school environment where students, families, and team members can succeed, while pursuing pathways to consolidate all schools onto one campus
- Partner with the Board of Trustees to establish annual budgets and approve policies that advance our mission and vision, prioritize our academic program, and meet students' learning needs
- Build and broaden our relationships with key philanthropic partners, including individual, foundation, corporate, and government donors to secure essential funding for our priorities
- Provide the Board of Trustees and staff with accurate and timely information to make equitable resource decisions that are in the best interests of students and families

**“The spirit of the organization is that every child is seen, loved and heard.”**

**E.L. Haynes Parent**





## You have:

- At least 10 years of experience, including 5+ years of team management in a growing, high-performing organization in a K-12, charter management organization, nonprofit, or education-adjacent environment
- Demonstrated success in eliminating inequitable academic and non-academic outcomes and improving student success
- Exceptional leadership and change management skills, particularly in setting goals, building relationships, streamlining collaboration, maximizing capacity, overseeing budgets, ensuring accountability, and promoting innovation
- Experience in strategic visioning, short- and long-term strategic planning, progress monitoring, and execution of multiple projects simultaneously
- Success as a supportive leader, coach, and culture builder, with a proven track record of effectively developing teams and working across lines of difference
- Demonstrated ability to show empathy, listen for understanding, and facilitate uplifting and difficult conversations
- The capacity to understand organizational dynamics, assess situations, and make sound recommendations to solve challenges
- Experience collaborating with board members, chairs, and committees, as well as supporting C-level executives or equivalent leaders in goal-setting, management, and accountability
- Outstanding communication (oral and written) skills
- Fundraising experience and knowledge of Washington, D.C. based individual donors and foundations is a plus
- Teaching and school leadership experience is a significant plus

## Compensation and Benefits

The Chief Executive Officer position offers a competitive salary range of \$210,000-\$250,000, commensurate with experience. Benefits include fully paid medical, dental, and vision insurance, life insurance, paid vacation, personal/sick days, paid holidays, professional development opportunities, and a retirement savings plan.

## We Look Forward to Meeting You!

We are excited to review your application! Applications will be considered on a rolling basis, so it is in the candidate's best interest to apply as soon as possible. To apply, please submit a resume to our search partner [Leveled Talent](mailto:resumes@leveledtalent.com) at [resumes@leveledtalent.com](mailto:resumes@leveledtalent.com).

Our interview processes are holistic and value diversity. We are constantly reviewing our hiring criteria to ensure it is centered in excellence, equity, and inclusion, and we recognize that there are a variety of ways in which a candidate may be uniquely qualified for this position. Bilingual and BIPOC candidates are strongly encouraged to apply.

## We are an Equal-Opportunity Employer

E.L. Haynes is an equal opportunity employer, and it is our policy to recruit, hire, and promote for all jobs on the basis of merit, qualifications, skills, and competence. We do not discriminate on the basis of race, color, national origin, marital status, religion, sex, age, sexual orientation, disability, or any other protected status. E.L. Haynes will fully comply with all employment-related and other laws. All employment decisions will be made solely on the basis of the individual's qualifications as related to the requirements of the position being filled.

Welcome to E.L. Haynes

# Together, we create a more just and kind world.

## Academic Model

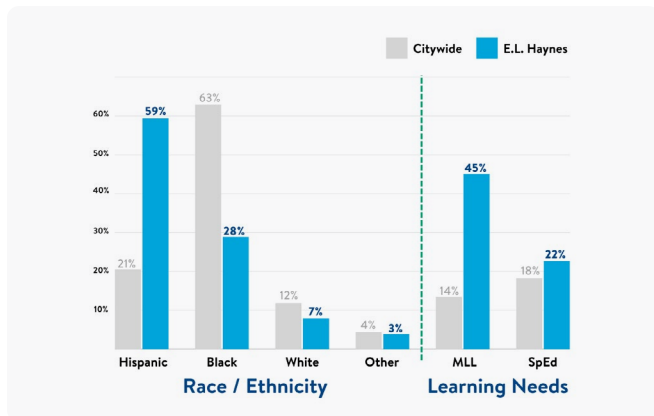
At E.L. Haynes, our students are challenged with rigorous and relevant content in every classroom, every day. We anchor all of our work with students in trusting and loving relationships. E.L. Haynes provides a rigorous and engaging college preparatory curriculum for students in grades Pre-K through 12, with a growing emphasis on vertically aligned instruction and signature learning experiences. Our instructional program provides intensive learning experiences that deepen understanding at all grade levels so that every student is prepared to become kind and curious community members, lifelong learners, and leaders of social justice.

## Student Community, SY 2023-24

Our student body is diverse (by race, socioeconomic status, home language, and ability), and in many cases, unique compared to the student make-up across the DC public school system.

RACE/ETHNICITY		LEARNING NEEDS	
Latino	59%	Multilingual Learner	45%
Black	28%	Receiving Special Education Services	22%
White	7%		
Other	3%		

## CITY-WIDE STUDENT DEMOGRAPHICS COMPARISON



## Staff Community, SY 2024-25

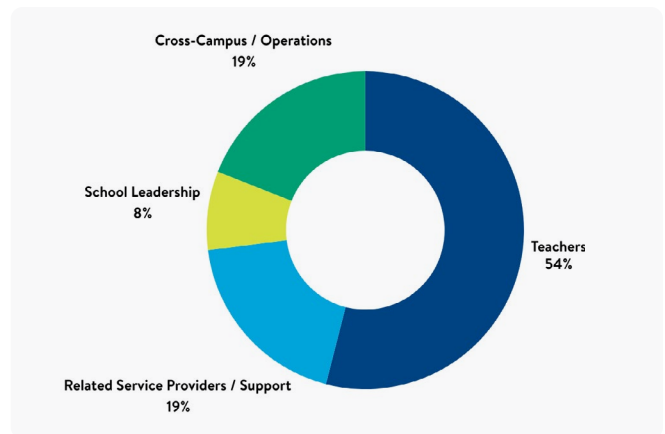
We proactively recruit, intentionally develop, and deeply value all members of our diverse and highly talented staff community.

Average Staff Retention	84%
Average Years of Teaching Experience	7.8 Years

### DIVERSE STAFF MAKEUP

Black	50%	Latino	19%	Multiracial	3%
White	24%	Asian	4%		

### STAFF BY ROLE



## Campus and Facilities

We currently operate two campuses in Wards 1 and 4 in northwest Washington, DC. Our Kansas Ave Campus (4501 Kansas Ave NW) houses our elementary (PK3 - 5) and high (9 - 12) schools, while our middle school (6 - 8) is located at our Georgia Ave Campus (3600 Georgia Ave NW). Our campuses are a walking distance of .8 miles from each other, with staff and student-athletes regularly moving between the two.