

*An Invitation to Apply for the Position of*

# ***Executive Director***



## ***The Position***

The Magnet Schools of America Board of Directors is looking for a full-time dynamic leader for their organization, headquartered in Washington, D.C. The successful candidate will possess the following:

- The ability to build and maintain an excellent and continuous network of communications with the MSA Board of Directors, the national office staff, the member districts and schools and state and national legislators.
- The skills and experience necessary to be financially astute with the ability to develop and maintain million dollar budgets.
- An awareness of current and established academic trends, research, and thorough knowledge of quality educational ideals.
- The skills and experience to be an advocate for educational reform and innovation.
- The ability to think creatively.
- The ability to work with people in a culturally, ethnically, socio-economically, and racially diverse education environment
- The skills and experience to be politically astute and the acumen to work effectively in a constantly changing political environment.
- The ability to create a legislative agenda, testify before the legislature and help the organization engage in the legislative process.

***Organization website: [www.magnet.edu](http://www.magnet.edu)***

### ***Mission Statement***

***Magnet Schools of America provides leadership for innovative instructional programs that promote equity, diversity, and academic excellence for all students in public school choice programs.***

## **Board of Directors**

The Magnet Schools of America has six (6) officers, eleven (11) regional directors, six (6) directors-at-large, and six (6) specialized directors. Past Presidents are ex-officio, voting members. The Executive Director is an ex-officio, non-voting member of the board.

Visit [www.magnet.edu](http://www.magnet.edu) for the complete list of board members.

***Applicants are asked not to directly/indirectly contact any member of the board of directors.***

## **Application Information**

An application packet should include:

- A letter setting forth personal qualifications, experiences and reasons for interest in the position.
- A current résumé.
- A completed application form (available from [www.macnjake.com](http://www.macnjake.com))
- Reference letters, certificates and licenses, and academic transcripts from colleges/universities indicating degree(s).

*Note: Finalists selected by Magnet Schools of America for an interview will be required to consent to a criminal background and employment credit check (records/background history/employment credit report) in compliance with D.C. and federal discrimination laws.*

Names of applicants will be held in strict confidence whenever possible; however, McPherson & Jacobson complies with individual states' Freedom of Information laws. In the final process, the board may visit the district where the candidate is employed, but will not proceed without the knowledge and consent of the candidate.

### ***Selection Time Line***

1. Application deadline: June 17, 2011.
2. Finalists interviews: late June/early July.
3. Selection date: July, 2011.

Magnet Schools of America is an Equal Opportunity Employer.

#### *Contact information:*

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Application form available at: [www.macnjake.com](http://www.macnjake.com)