

HEAD ADMINISTRATOR JOB ANNOUNCEMENT

RAÍCES DEL SABER XINACHTLI COMMUNITY SCHOOL (Raíces)

MISSION: Raíces del Saber Xinachtli Community School implements a developmentally appropriate rigorous academic program through an interdisciplinary curriculum that is experiential, participatory, bi-literate, child-centered, and culturally responsive. Our students learn Spanish and English, achieving academic proficiency in all subjects in both languages as they develop critical and creative thinking skills. Raíces creates an environment where students and parents are valued as participants in the construction of knowledge and the creation of a learning community that promotes high academic performance, positive identity formation and the reclaiming of cultural heritage.

The position of Head Administrator of Raíces, a K-5 elementary charter school, located at 2211 N. Valley Drive in LasCruces, NM, will commence during the first semester of the FY23 school year (no later than July 1, 2022), providing the selected candidate the opportunity to be involved in the final planning to prepare for instruction in fall of the 2022-2023 school year. This position is for the Principal of an innovative and mission-driven K-5 school. Raíces is implementing a K-4 program during the upcoming 2022-2023 year of operation. Thereafter, fifth grade level will be added, reaching implementation of a K-5 program by the fifth year of operation (Fall of 2024). For more information go to the School website: www.raicesdelsaber.org/careers.

Working closely with the school's Governance Board, the Head Administrator will serve as the primary leader and manager of programs, staff, and students. The person must possess:

- New Mexico Administrative License (3B)
- Knowledge of school leadership theory and practice
- Experience as a principal, an assistant principal, and K-5 teacher
- Expertise in school safety and student discipline
- Expertise in data analysis, long-term strategic planning and systems thinking as it relates to curriculum development, finance, community engagement, and charter school development
- Experience with budgetary oversight and planning
- Knowledge of local, state, and federal school policy and procedures
- Experience with writing and managing state, federal, and private grants
- Knowledge of Spanish language (must be proficient in the spoken and written language) and culture
- Knowledge of bi-literate strategies
- Experience with supervision and evaluation of school personnel
- Experience working with boards, parents and various community organizations, and mediation and conflict resolution skills.

HOW TO APPLY

Applicants should send a resume, a cover letter outlining 1) how they meet the specific requirements for the position and 2) why or how they believe they can contribute to accomplishment of the Raíces Mission, and three letters of recommendation with names and contact information for these persons serving as references in the following categories: 1) a former or current supervisor, 2) a former or current colleague, 3) a personal acquaintance. For more information and a full job description visit our website: <https://www.raicesdelsaber.org/careers>
Send all application documents in PDF format to Lucia Carmona at lcarmona@raicesdelsaber.org

For more information about the content of Raices' Curriculum visit YouTube Channel "Tloke Nauoke"
<https://www.youtube.com/c/TlokeNauoke/videos>

The position is open until filled. *Note: The selected candidate must pass a background check.*

We are an Equal Opportunity Employer