



Director of School Quality Position Description

THE SEARCH

Public Charter Schools of New Mexico (PCSNM) is a 501(c)(3) nonprofit organization seeking a Director of School Quality to play a key role on the PCSNM team. The Director of School Quality is a senior staff member who reports directly to the Executive Director and leads PCSNM's work to strengthen school quality, technical assistance, school leader support, and charter school success across New Mexico. This position will work closely with the Executive Director and executive staff to ensure PCSNM member schools have access to high-quality support, timely information, practical resources, and responsive programming that helps them meet the needs of students and families.

This is an exciting moment for New Mexico's public charter school sector. Today, 102 charter schools serve over 33,000 students across 29 communities, each with a distinct mission designed to meet the needs of their students and families. Year after year, New Mexico's charter schools demonstrate what is possible when public schools have the flexibility to serve students in different ways. Across the state, charter schools are expanding access to high-quality public school options while collectively outperforming traditional public schools in reading, math, and science.

KEY RESPONSIBILITIES

- Lead PCSNM's school quality and technical assistance strategy, with a focus on strengthening charter school academic performance, operational capacity, governance, compliance, and ability to meet student needs.
- Plan, execute, and continuously improve long-term technical assistance programming for member schools, including needs assessment, training, individualized support, resource development, and evaluation of impact.
- Work with the Executive Director to design, manage, and budget for School Leader Support programming, including leadership development, cohort-based learning, school leader convenings, and individualized support for new and existing charter leaders.
- Serve as CSP Deputy Director by providing strategic oversight and transparent communication in support of CSP Grant Manager and Fiscal Coordinator day-to-day operations of the Charter Schools Program (CSP) grant.
- In collaboration with PCSNM team, facilitate and organize CSP-aligned support for subgrantees, replication teams, and new charter developers, including technical assistance, compliance support, authorizer engagement, and access to

- high-quality tools, resources, and content-area experts.
- Build and maintain strong working relationships with charter school authorizer staff to support communication, identify recurring school needs, and strengthen conditions for charter school success.
- In partnership with the Executive Director and executive staff, help plan and facilitate weekly member calls that provide timely information, peer learning, technical assistance, and opportunities for school leaders to raise emerging issues.
- Perform other duties as assigned to support PCSNM's mission, member schools, and organizational priorities.

EXPERIENCE AND QUALIFICATIONS

First and foremost, the Director of School Quality must have a background in working with charter schools. They must believe that every child, regardless of socioeconomic factors or their academic starting point has the potential to succeed in school, career, and life. In addition, candidates should have an awareness of how public education systems have historically and disproportionately disadvantaged vulnerable communities and must believe that charter schools have the power to transform public education and the lives of students. Ideal candidates will possess the following characteristics:

- Strong understanding of New Mexico's public charter school landscape, including charter school governance, authorizing, accountability, school finance, compliance, and the operational realities facing school leaders.
- Demonstrated experience developing and implementing technical assistance, professional learning, leadership development, or school improvement programming for educators, school leaders, governing boards, or nonprofit partners.
- Experience managing complex projects, programs, and/or state & federal grants with multiple stakeholders, timelines, deliverables, and reporting requirements.
- Experience supervising staff, contractors, or cross-functional teams, with the ability to set clear expectations, manage accountability, and support strong execution.
- Strong facilitation and communication skills, including the ability to lead meetings, support peer learning, present information clearly, and translate complex requirements into practical guidance for schools.
- Ability to build trusted relationships with school leaders, governing council members, authorizer staff, state agency staff, and other education stakeholders.
- Ability to identify patterns across school needs and develop responsive supports, tools, trainings, and resources.
- Strong judgment, discretion, and professionalism, particularly when supporting schools through sensitive governance, compliance, leadership, or authorizer-related issues.

- Excellent organizational skills and attention to detail, with the ability to manage competing priorities in a fast-moving environment.
- Commitment to PCSNM's mission of strengthening high-quality public charter schools that expand opportunity and meet the needs of New Mexico students and families.
- Prior experience as a school leader, charter school administrator, governing council member, authorizer staff member, or senior nonprofit program leader is strongly preferred.

EQUAL OPPORTUNITY

We believe it is critical for leaders to reflect the communities that they serve and that diversity across multiple dimensions enables us to achieve our mission of transforming lives and communities through public education. We don't just accept difference – we celebrate it, support it, and thrive on it for the benefit of our staff, member schools, and the broader community. PCSNM is proud to be an equal opportunity workplace and is an affirmative action employer. We seek and welcome a diverse pool of candidates in this search.

COMPENSATION

Salary is competitive and commensurate with experience depending on resources available. The position should pay between \$110,000 and \$120,000 for a full-time role and includes a competitive benefits package, including health insurance and a 401K.

START DATE

The preferred start date for this position is mid to late July, allowing the Director of School Quality to support final summer planning and begin work as schools prepare to welcome staff back for the upcoming school year.

APPLICATION PROCEDURE

Candidates for the Director of School Quality position should submit a resume and letter of interest by June 14, 2026, for the search committee's consideration. PCSNM will review applications on a rolling basis until the position is filled.

To apply, please submit a letter of interest and current resume here:

<https://forms.gle/NrS8KuxVaNi8Q8nKA>