



BACKGROUND AND DESCRIPTION FOR EXECUTIVE DIRECTOR

ABOUT THE ACADEMIC DISTINCTION FUND

ADF is an independent local education fund that provides private sector leadership to support and improve public education in East Baton Rouge Parish. Established in 1989, ADF efforts are underwritten by donations from individuals, corporations and foundations. The organization's endowment, which is managed by the Baton Rouge Area Foundation, is approximately \$4 million. Income from the endowment and additional community support provide funding for ADF grants, programs and special projects.

Over the past 20 years, ADF's work has focused on supporting teachers and other public school professionals in East Baton Rouge Parish. Efforts in this area included:

- Teacher Grants to promote classroom innovation and improve student achievement
- ADF Fellows program to improve teachers' leadership capabilities
- Teachers Networking Together program to enable groups of teachers to work collaboratively with a coach to enhance instructional skills and strategies

The organization has also dedicated increased energy and resources towards ensuring effective community input on public education issues and services.

The first initiative of the current ADF Strategic Plan is focused on supporting universal, high quality pre-Kindergarten education in East Baton Rouge Parish. The Plan has been meticulously developed such that ADF can focus its efforts on high-impact opportunities and remain a trusted community asset dedicated to promoting a high quality education for all children in East Baton Rouge Parish public schools.

ABOUT THE POSITION:

The Executive Director will have responsibility for the following:

- Implementing the Academic Distinction Fund's vision
- Serving as the primary spokesperson for the organization and developing communications, strategies and tools to reach out to key constituencies, foster public engagement and build public will for excellent education for all students
- Establishing programs and metrics by which to provide accountability and performance tracking for public school systems and ADF activities

- Fundraising to ensure that ADF has sufficient resources to effectively carry out its mission and programs
- Building and maintaining collaborative relationships with diverse constituencies within East Baton Rouge Parish public schools, including educators, business and civic leaders, ADF supporters, other national and local education improvement/reform organizations, low income communities, and faith based organizations
- Developing and implementing strategies that both support the school districts in providing an excellent education to all students and promote high performance and accountability by the districts
- Recruiting and leading a professional staff
- Coordinating activities and communications relative to ADF Board of Directors
- Researching alternative funding sources and writing grants
- Other duties and responsibilities as determined by the ADF Board of Directors

Qualifications and Experience

- Commitment to academic achievement and success for all students
- Strategic thinking, planning and administrative skills
- Excellent communication skills
- Commitment to relationship building, collaboration and to developing consensus
- High capacity for fund development and donor relations
- Knowledge of core issues in education (background as an educator is not required)
- Commitment to involving diverse stakeholders in education reform activities, including familiarity and comfort with reaching out to grass roots communities
- Work experience demonstrating history of progressive responsibility in organization management
- Bachelor's degree required and advanced degree is preferred

Compensation and Benefits

Compensation is commensurate with qualifications and experience.

To Apply

The Academic Distinction Fund is an equal opportunity employer that encourages all qualified applicants to apply. Please send a resume and cover letter to info@adfbr.org by Monday, March 31, 2010. Applications open until March 31st or until position is filled.