

Lycée Français de la Nouvelle-Orléans Principal Job Description

Lycée Français de la Nouvelle Orléans (Lycée Français or LFNO, <http://www.lfno.org/>) is a public charter school in uptown New Orleans. Lycée Français students will matriculate into the finest colleges and universities throughout the world. Lycée Français will provide the opportunity for its students to achieve both the French Baccalauréat and the Louisiana high school diploma in an academically challenging and culturally diverse educational environment.

Lycée Français will be the first public Pre-K through 12th grade French School in the United States. At Lycée Français, it is not just the belief that “all children can learn,” it is the core concept that “all children can excel academically and succeed in the expectations and experiences of life itself.”

For the School Year 2013-2014, we will welcome PK3, PK4, Kindergarten, 1st, 2nd and 3rd grades.

Position Summary: The Principal of Lycée Français is the overall leader of the school and has a primary focus on instruction. This leader will be held accountable for not only ensuring high levels of student achievement, but also for the continuous improvement of the school and its staff, for creating and sustaining a rigorous culture, for mission advancement and for maintaining the financial and organizational stability of the school. This leader will build strong communities and inspire everyone around them. This professional will also maintain complete administrative oversight.

Job Expectations: The Principal's responsibilities are expansive. As the leader of the school, the individual who assumes the Principal's position must be prepared to carry many different roles. This position includes daily management of the school (academic and administrative), cultural and financial oversight. Specifically, the key expectations for this position are the following:

- Embody, advocate and place into operation the mission, vision and strategic direction of the school
- Create, monitor and sustain a school culture of academic rigor through clear expectations of students, families, faculty, and administrators
- Demonstrate a strong passion for education and youth mentorship by developing mission driven programs and policies
- Provide leadership and empower the director of academics and the staff to achieve both measureable and intangible academic deliverables
- Achieve dramatic and consistent improvement in student academic performance
- Recruit, appoint, support, manage, and evaluate the school staff

- Manage and allocate the finances of the school (budget, cash flow, development, grants, contracts, bonuses, etc.) prudently and efficiently to maximize student achievement
- Lead and resource the application process for governmental funding, including grants
- Interface with community and business leaders to achieve academic, marketing, and financial goals for the school and to share best practices
- Provide leadership and resources to ensure regulatory compliance
- Mediate and manage school-related conflicts
- Communicate as the primary spokesperson for the school and advocate to all external audiences including investors, media, community partners, government, organizations, and local leaders
- Report to the Board of Directors and serve as a liaison between the Board, staff, parents, and public
- Ensure the necessary steps for accreditation under the French national system are undertaken in a timely manner

A successful candidate will possess the following characteristics:

- Passion for Children's Education & School Choice
- Passion for New Orleans or willingness to become a passionate advocate for New Orleans
- A record of success in leading others
- Results-driven educational leader with a commitment to standards-based curriculum and the use of data and assessments to drive instructional decisions
- Openness to feedback, willingness to take personal responsibility, and desire to learn from previous mistakes
- The capacity to achieve in a challenging environment
- Positive attitude

Required Qualifications:

- Masters degree
- Strong commitment to the mission and vision of Lycée Français de la Nouvelle Orleans
- Experience leading an organization with a strong track record
- Dynamic and charismatic leader and public speaker
- Strong background in business and financial management
- Proven effectiveness in community relationships
- Superior oral & written communication skills
- Understanding of public relations and ability to deal with the press and public records requests

- Familiarity with running a school, especially administrative experience in an elementary and/or middle school educational environment
- Experience in strategic planning, staff development, and Board relations
- Knowledge of educational and regulatory compliance at all governmental levels
- Demonstrated ability to communicate performance data, strategies, and metrics effectively to a broad audience
- Solutions-oriented strategic thinker who has overcome complex organizational challenges
- Fundraising knowledge with a history of cultivating and securing financial support from individuals, foundations, and corporations preferred
- Ability to develop and reinforce a strong school culture
- Ability to develop and maintain excellent relationships with the French Embassy, Ministry of Education, Foreign Affairs
- Ability to make the right decisions and weather criticism for unpopular decisions made in the best interests of the school and the children while under the scrutiny of the public eye, the press and a highly engaged parent population

Preferred Qualifications:

- Ph.D. or equivalent
- Fluency in French
- Knowledge of French curriculum and French Education structure
- Knowledge of the US education system and Louisiana Core Curriculum
- Certified by the French Ministry of Education
- Familiarity and experience with the French accreditation process
- National Board Certification
- Experience managing large capital campaigns
- Established contacts and relationships with Louisiana Charter Schools, Legislature, and other stakeholders (BESE, LDE)
- Private or Public Charter School experience
- Experience developing, working with, adhering to & adjusting course in relation to budgetary restrictions
- Understanding of public policy
- Teaching experience in urban areas with measurable success