



THE ACCELERATED SCHOOL

*TIME Magazine's
Elementary School of the Year!*

The Accelerated School (TAS) is a public charter school with a family of 4 schools, preK-12, located in Los Angeles. TAS is seeking individuals to join our professional team that is making an important difference in the lives of its students and community by serving as a national model for effective school reform. Currently, we are accepting resumes for the position of **Chief Operating Officer/Chief Financial Officer**.

The **COO/CFO** develops and manages the overall financial aspects of the school and the day-to-day operations in the areas of food services, purchasing, facilities, and the human resources function. The **COO/CFO** is responsible for the school's financial plans and policies, including its accounting practices, budgeting, tax, and payroll. The **COO/CFO** participates in the strategic planning process as it relates to the financial and purchasing aspects of the school and is responsible for evaluating performance against stated objectives. This position includes a wide variety of work situations and complexity because of the highly technical and specialized work involved. The ability to work independently and make decisions within organization policy and interpretation of applicable laws and government regulations is a must for this position.

Minimum Requirements:

- Masters Degree in Finance, Accounting, or related field
- 3 years or more direct experience in financial management in an educational environment or other nonprofit setting
- Knowledge of and experience with school facilities and relevant technologies
- Proven success in long-term strategic organizational planning and achieving operational excellence
- Strong leader, a visionary who can direct the school's programs, transfer program goals into action plans, set expectations, manage performance and measure impact
- Exceptional communication skills: writing, speaking, leading meetings, inspiring/motivating people to action
- Excellent skills in building relationships with internal and external stakeholders
- Align with school values
- Build trust, invest in people, promote people's best work and foster innovation

If you have a passion for education and have the leadership experience to take our school to the next level, want to work in an environment where change happens every day, and great dreams are growing, send your resume along with your salary history by Wednesday, March 26, 2008 to:

E-mail: JYKittaka@aol.com
Fax : (323) 234-1246
Mail : The Accelerated School
116 E. Martin Luther King Jr. Blvd.
Los Angeles, CA 90011
Attn: Executive Offices

EEO/M-F Competitive Salary and benefits package