



Enacting the gold standard in STEM teacher preparation and support in California.

[www.trelliseducation.org](http://www.trelliseducation.org)  
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**Job Description for:** *Executive Director*

**Start Date:** Flexible

**Location:** San Francisco Bay Area

**Travel:** Visits to universities and school sites in the San Francisco Bay Area and travel to conferences and professional events, no earlier than Fall 2021

**Salary:** \$110,000 annual rate with potential for growth in parallel with revenue and budget expansion, including health & dental benefits and retirement options

**Term:** Ongoing per satisfactory professional reviews completed with and by the Trellis Board of Directors

**Background:** Math and science teachers in California are severely underprepared and undersupported, adversely impacting their effectiveness and their willingness to stay in the profession. As a result, there's a dearth of STEM teachers to fill the many openings across the state, with our teaching corps not reflecting the diverse and vibrant classrooms that they serve. Who ultimately loses? Our students.

[Trellis Education](#), a \$1M Bay-Area based organization, is the first research-based, practice-focused program for the recruitment, education, support, retention, and development of outstanding STEM teachers who reflect California's students, from pre-service to in-service teaching. In partnership with local teacher preparation programs and school districts, we ensure newly-minted STEM teachers in California the support and resources to be effective and resilient educators during their first five years on the job. Our vision is for every 6th grade student entering a California public middle school to be guaranteed seven years of high-caliber math and science instruction from a diverse body of teachers who are equipped both academically and emotionally to fully serve them. And we're making it happen.

Despite the persistently traumatic and uncertain time our communities, state, and country are weathering, Trellis continues to be a powerful and influential voice in the San Francisco Bay Area STEM teaching and learning community. Trellis has achieved great momentum collaborating with its existing partners and is becoming increasingly recognized across the state and the country as an organization that's disrupting and reimagining teacher preparation.

**Overview of Position:** The Executive Director is responsible for the overall health and impact of the organization, with a focus on creating a "gold-standard" model for STEM teacher mentoring, teaching, and learning in California. This leader works to ensure the organization supports and develops teachers who serve Students of Color, immigrant students, students living in poverty, and other students unrepresented or underrepresented in STEM majors, careers, and innovation more effectively over time.

The new ED is someone who embraces the importance of diversity and inclusion in STEM classrooms and the manner in which equity and social justice is woven into the fabric of Trellis' approach to developing phenomenal STEM teachers while also preparing the next generation of students. The

incoming leader will succeed current Director and founder, Dr. Megan W. Taylor, and will have the unique opportunity to define, shape, and accelerate the trajectory of the organization.

<b>CORE RESPONSIBILITIES</b>	
<i>Strategy, Fundraising and Innovation</i>	<ul style="list-style-type: none"> <li>● Promote the organization’s financial health and long-term viability by building a sustainable financial model, developing a diversified funding portfolio, and creating and managing the organization's budget</li> <li>● Nurture and expand a strong and sustainable constellation of partnerships, including relationships with key organizations (such as universities, the California Teacher Residency Lab, the Surge Institute, and the Black Teacher Project, for three), and the people within those organizations including university faculty and regional community, district, and school leaders</li> <li>● Forge and nurture a close working partnership with the Trellis Executive Board to support the health and growth of the organization</li> <li>● Represent the organization to external stakeholders and serve as a liaison to other programs in-state and nationwide</li> </ul>
<i>Human- Centered Leadership and Organizational Culture</i>	<ul style="list-style-type: none"> <li>● Lead a high-performing team to drive programmatic success, guide strategy and vision, and engage partners to create long-term organizational sustainability</li> <li>● Sustain an organizational culture that actively engages all members of the community in ongoing conversations about the impact of race, privilege, power, oppression, and access on education system</li> <li>● Infuse social justice principles into the design of all organizational activities and communications in alignment with Trellis’ <a href="#">vision</a> and <a href="#">mission</a></li> </ul>
<b>SECONDARY RESPONSIBILITIES</b>	
<i>Research &amp; Development</i>	<ul style="list-style-type: none"> <li>● Partner with Director of Data to guide research and evaluation strategy for long-term viability and support and ensure continuous improvement in the fellows’ experiences and coaching program</li> <li>● Stay abreast of research and trends in STEM teaching &amp; learning, social justice and teacher education, with a keen eye on inclusiveness and equity</li> <li>● Present and communicate research, findings, effective practices, and recommendations to program partners, staff, funders, policymakers, advocates, media, and other stakeholders in compelling and strategic ways</li> </ul>
<i>Program Implementation &amp; Improvement</i>	<ul style="list-style-type: none"> <li>● Collaborate with teacher education programs, Regional Directors and regional induction programs, faculty, school district staff, district and school admin, instructional coaches and mentor teachers, as appropriate, to bring theory into practice and realize the Trellis mission</li> <li>● Ensure the Trellis program reflects an alignment among university and induction coursework/requirements, K-12 teaching and learning standards, and teachers’ clinical experiences</li> </ul>

**Key Qualifications, Attributes, & Skills:**

- Proven prior experience as CEO, Executive Director, or other senior leadership position managing a high performing team and ensuring the financial sustainability of an organization
- An ability to mobilize people and create champions to support organizational mission to support an intentional and coordinated approach to fundraising
- Demonstrated commitment to valuing diversity and contributing to an inclusive working and learning environment coupled with an ongoing commitment to exploring issues of race, class, privilege, and power structures
- Experience implementing a vision and bringing others into that vision
- Significant experience teaching science and mathematics or other relevant experience in public middle and high schools working directly with teachers and/or students
- Excellent communication and public speaking skills
- Passion for improving public education in California via teacher education reform
- Excitement to take Trellis to the next phase of its impact in the Bay Area and beyond

**Reports to:** Trellis Executive Board

**To apply for the position,** use the following [form](#). Please be prepared to provide a link to a current resume/CV, the names and contact information for three references, and to respond briefly to three questions about you and your commitment to social justice.

Trellis is an equal opportunity employer and considers qualified applicants for employment without regard to race, color, creed, religion, national origin, sex, sexual orientation, gender identity, age, disability, veteran status, or any other status protected by law.