

Executive Director

Folk Arts–Cultural Treasures Charter School | Location: Philadelphia, PA

ORGANIZATION

Folk Arts–Cultural Treasures Charter School (FACTS) is a nationally recognized, mission-driven K–8 public charter school rooted in the rich cultural heritage and activism of Philadelphia’s Chinatown, immigrant and refugee communities. Founded on the belief that education is most powerful when it honors students’ identities, strengthens community, and inspires democratic participation, FACTS integrates rigorous academics with a pioneering folk-arts-infused curriculum designed to nurture curiosity, confidence, and cultural pride. The school is known for its deep commitment to serving multilingual learners, its longstanding partnerships with artist-educators and cultural organizations, and its unwavering focus on equity, inclusion, and whole-child learning. With a diverse student body, a talented and dedicated staff, and a vibrant community legacy, FACTS stands as a model for how schools can celebrate culture, ignite joy of learning, and empower young people to thrive as compassionate, engaged citizens.

FACTS is actively planning for a possible move to a new building and the addition of a third cohort in grades K–8. While final timelines are still being confirmed, the next Executive Director will be responsible for preparing the school for this evolution—strengthening systems, supporting staff through change, and preserving the school’s close-knit community culture as enrollment and operations grow.

To learn more about FACTS Charter School, please visit www.factschool.org.

OPPORTUNITY

This is an extraordinary moment for a visionary, community-centered leader to guide one of Philadelphia's most beloved and mission-driven public charter schools into its next chapter. FACTS stands at the intersection of cultural celebration, academic excellence, and social justice—offering a rare opportunity to steward a model that seamlessly blends rigorous learning with the power of folk arts, identity, and community.

As the Executive Director, you will partner with a talented Principal, a committed staff, and a deeply invested community to strengthen what makes FACTS exceptional while guiding the school toward future growth, sustainability, and impact. You will bring strategic clarity, equity-centered leadership, and a collaborative spirit to advance FACTS' mission, support and develop its people, and ensure strong organizational systems that allow students and educators to thrive.

This opportunity is ideal for a leader who believes that schools can be joyful, inclusive, culturally rich spaces—and who is ready to champion that vision with authenticity, humility, and boldness. You will have the chance to amplify FACTS' voice across Philadelphia, deepen partnerships with families and community organizations, and ensure that resources, operations, and relationships all align to the school's powerful mission.

If you are energized by community-rooted education, aspire to build a more just and equitable world that honors family and culture, and eager to build on a strong foundation while shaping what's possible alongside students, families, and staff, this role offers the chance to make a lasting difference for generations of children, families, and educators.

RESPONSIBILITIES

Key Responsibilities of the Executive Director include:

Mission & Vision Alignment

- Champion and embody FACTS' mission—grounded in folk arts, academic excellence, and social justice—across all programs and decisions, fostering a culture of curiosity and critical thinking.

- Protect and strengthen the founding vision while guiding the school toward its next chapter; ensure all initiatives reflect the school's commitment to joyful, rigorous, identity affirming education.
- Model transparency, integrity, and consistency in decision-making; serve as the primary ambassador for FACTS' values and purpose.

Equity Leadership

- Lead with deep cultural competence and humility; foster an inclusive, anti-racist and anti-bias culture that honors the diverse racial, cultural, and linguistic identities of students, staff, and families.
- Monitor systems for bias to ensure that multilingual learners and historically marginalized students receive the resources and supports they need to thrive.
- Build an environment where multiple truths are held, difficult conversations are navigated with compassion, and the whole community feels valued and respected.

People Leadership

- Build, coach, and retain a mission-aligned team grounded in shared accountability, collaboration, and continuous growth.
- Share leadership through listening, synthesizing, collaboration, and transparent communication; cultivate a strong, trust-based adult culture that reflects FACTS' values.
- Oversee human resources strategy including hiring, onboarding, staff evaluation, labor relations, and professional development opportunities that support staff flourishing and retention.

Organizational Leadership

- Ensure the school has strong systems, structures, routines, and aligned goals that support effective teaching, learning, schoolwide coordination, and compliance with state and federal requirements.



- Provide strategic oversight and support for all non-instructional operations, ensuring strong systems, effective coordination, and smooth day-to-day functioning across areas such as facilities, technology, student services, and administrative operations.
- Build and maintain cross-functional alignment across teams and divisions while balancing continuity with thoughtful improvement.

Change Management

- Lead adaptive, mission-aligned change that honors FACTS' history and culture while preparing the school for future needs.
- Communicate with clarity, transparency, and consistency during transitions; bring stakeholders along through thoughtful engagement and collaborative planning.
- Anticipate challenges, respond to evolving external conditions, and adjust strategy while staying grounded in FACTS' values and long-term goals.

Community Engagement & External Relations

- Serve as FACTS' primary public ambassador—strengthening relationships with families, neighborhood partners, Asian American communities, immigrant and refugee communities, and other stakeholders who have historically built and supported FACTS.
- Build reciprocal partnerships with community organizations, cultural institutions, and local leaders that enhance student experiences and strengthen FACTS' identity.
- Represent FACTS with authorizers, funders, civic leaders, and the broader charter school sector; elevate the school's visibility and reputation through clear, culturally responsive communication.

Development, Fundraising & Financial Leadership

- Steward FACTS' financial health, ensuring that budgets, forecasts, and resource allocations align to strategy and long-term sustainability.

- Provide strategic oversight and partnership to the Board and team in cultivating major gifts, government funding, and foundation support.
- Serve as a credible storyteller who connects FACTS' mission and impact to philanthropic partners; ensure financial practices reflect responsibility, transparency, and equity.

PRIORITIES

A successful first year in this role for the new Executive Director will include:

- **Successfully oversee the transition to the new school building and expansion.** Provide strategic oversight of the planning, coordination, and execution of the move to a new facility—including staff hiring, student recruitment, and operational readiness—while maintaining stability, continuity, and a strong sense of community across FACTS.
- **Launch and lead a collaborative strategic planning process.** Engage the Board, staff, families, students, and community partners in developing a multi-year strategic plan that reflects FACTS' mission, growth, and future aspirations.
- **Manage teacher union negotiations and contract development.** Partner with the Board and relevant stakeholders to lead the negotiations and establish a new union contract that supports the school's mission, values, and long-term organizational health.

QUALIFICATIONS

In order to fulfill these responsibilities, the ideal Executive Director candidate will be:

- Deep commitment to FACTS' mission, values, and community-centered, identity affirming education.
- Demonstrated equity leadership with experience serving diverse, multilingual communities and leading anti-bias, anti-racist, and inclusive practices.
- At least 5–7 years of organizational or school-based leadership, preferably in K–8 or charter settings.



- Proven people leadership skills, including hiring, coaching, developing, and retaining staff.
- Experience managing cross-functional teams and fostering a collaborative, trust-based adult culture.
- Strong organizational leadership abilities, including designing and sustaining effective systems, structures, and routines.
- Experience providing oversight of organizational or school operations (e.g., facilities, technology, compliance, student services) while empowering team leads.
- Skill in leading change management, with the ability to communicate transparently and bring stakeholders along.
- Strong community engagement and external relations experience, especially with culturally diverse families and local partners.
- Financial management experience, including budgeting, forecasting, and aligning resources to strategic priorities.
- Development or fundraising experience, with the ability to cultivate funders and articulate mission-driven impact.
- Excellent communication, relationship-building, and problem-solving skills, with the ability to represent the school clearly and credibly.

COMPENSATION & BENEFITS

This position offers a competitive salary range of \$180,000 - \$200,000 and robust benefits including 4-weeks paid vacation, health, dental, vision, short- and long-term disability, 403b retirement plan with 5% match, and a longevity bonus. Optional benefits include life, medical, transit, parking, and dependent care FSA. More details can be provided upon request.

TO APPLY

Please submit a resume online at <https://apply.workable.com/j/9E0E80A9F0/>.

Folk Arts–Cultural Treasures Charter School is an equal opportunity employer and an organization that values diversity. Recruiting staff to create an inclusive organization is a priority, and we encourage applicants from all backgrounds. Candidates are evaluated solely on their qualifications to perform the work required.

Care over convention. Insight over instinct. Leadership that lasts.

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