



## Assistant Principal

Grades: Fourth - Eighth

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### Organization Description

At RISE Charter School [RISE], our mission is clear: to empower all of our scholars to thrive academically, strengthen their community, and discover their voice.

We prepare every scholar to thrive in any high school environment and launch onto a path toward college, career, military service, and meaningful citizenship.

### Opportunity Summary

We are seeking an Upper School Assistant Principal (4-8) with a strong focus on literacy and math to drive student achievement and close gaps early. This leader will oversee high-quality instruction, strengthen intervention programs, and ensure all scholars are on a path to acceleration. The ideal candidate is a self-starter with strong leadership, content expertise, and operational skill—able to develop teachers, engage families, and lead with clarity and urgency.

At RISE, we value shared leadership, strong relationships, and a relentless commitment to excellence in service of every child. The **Upper School Assistant Principal** will help build the **scholar's identity, leadership, and independence..**

### Leadership & Responsibility

- Serve as a visible RISE leader—modeling a growth mindset, urgency, and an unwavering commitment to excellence for all scholars and staff
- Build and lead a culture of coaching (adaptive and technical) that drives adult ownership, continuous improvement, and measurable student outcomes
- Develop teachers through the Arc of the Year framework to deliver rigorous, engaging instruction that promotes deep thinking. Ultimate Goal: Drive 5-10 percentage point gains in ELA and Math, 2) Ensure 75% of teachers are proficient on 3 of 4 Arc of Year Skills in each phase of the development framework
  - Plan and lead high-quality, practice based coaching sessions for all teachers in your portfolio
  - Plan and lead practice clinics for any teachers not meeting Arc goals
  - Real time coach (1-2 hours/day) all teachers in your portfolio to support excellent teaching
  - Plan and lead weekly high-quality, practice based coaching sessions for all teachers in portfolio
- Serve as a 4–8 content expert in literacy and math—guiding curriculum implementation, pacing, and instructional decisions
- Coach and manage teachers to consistently execute high-quality, standards-aligned instruction
- Manage and strengthen MTSS and intervention systems to close gaps and accelerate student learning; partner with the Assistant Principal of Instructional Support to execute the vision
- Own and analyze key school data to monitor progress, inform decisions, and drive instruction
- Recruit, hire, develop, and evaluate staff under supervision
- Provide aligned, dotted-line leadership to Instructional Support: EC, ELL, Guidance, Behavior
- Own and execute school priorities and initiatives with strong project management and follow through

- Partner with the Principal to drive instructional vision, staff investment, and aligned execution
- Lead with warmth and accountability—fostering a joyful, professional culture with high expectations
- Build trust-based relationships with families through clear, proactive, and empathetic communication
- Design and lead a strong upper school culture that builds student ownership and independence
  - Own student culture systems, including behavior, incentives, and expectations aligned to college and career readiness
  - Lead high-impact cultural programs and experiences (assemblies, traditions, trips, events) that drive engagement and identity
  - Build and manage student leadership structures (student council, peer leaders, etc.) to elevate student voice and responsibility
  - Partner with staff to ensure consistent, high-expectation culture across classrooms and shared spaces

### What You'll Bring to the Team

- Unwavering belief that all scholars can achieve at high levels—and the drive to make it happen
- Proven instructional expertise in literacy and math, including the ability to guide curriculum, pacing, and rigorous instruction
- Demonstrated success developing adults through coaching, feedback, and accountability tied to student outcomes
- Strong data literacy (i.e. the ability to understand what data says, interact with it and communicate it out) using assessments to drive decisions, close gaps, and accelerate learning (i.e. use the data to prioritize focus and actions without micromanaging from others)
- Leadership and execution skills: able to own priorities, manage initiatives, and follow through
- Emotional intelligence and professionalism to lead with both empathy and accountability and build a strong staff culture

### Qualifications

- Leads with inquiry, experimentation, and continuous improvement; treats the school as a living system to be studied and evolved
  - Demonstrates intellectual curiosity and actively seeks new ideas, research, and practices
  - Operates with a rapid learning cycle (test → reflect → refine → scale)
  - Comfortable with ambiguity, iteration, and unfinished work
  - Uses failure as data, not judgment
- Cultivates a culture of trust, experimentation, and shared accountability for innovation.
  - Builds environments where staff feel safe to take risks and share ideas
  - Facilitates productive conflict and learning conversations
  - Moves teams from compliance → collective ownership
- Models reflective practice and develops the leadership capacity of others
  - Engages in ongoing self-reflection and growth
  - Coaches teachers and leaders toward adaptive expertise
  - Models the learning stance expected of others
- At least 5 years of successful classroom experience with a track record of student achievement
- School leadership experience (e.g., coach, dean, AP, or equivalent)
- Master's Degree required
- North Carolina Administrator License (required or ability to obtain quickly)

**Preferred**

- Experience hiring, managing, and evaluating staff
- Bilingual English/Spanish

**Non-Discrimination Statement**

RISE Schools, Inc. does not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, volunteers, subcontractors, vendors, and clients.