



Namahana School

Director of Learning Job Description

Namahana School is a 7-12th, public charter school committed to growing rooted youth and community that care for ‘āina through their curiosities and gifts. Namahana students are expected to cultivate deep relationships with ‘āina (natural environment), kanaka (self, family, community), and ao (cultures of the world) through the development of skills, ambition, and self-confidence to actively contribute to a resilient future on Kaua‘i. Namahana School is guided by three community-determined values: aloha ‘āina (to practice a shared understanding of our kuleana for ‘āina); aloha kanaka (to respect and mālama our community, our families, and ourselves); and aloha i ke ao (to perpetuate pono practices to navigate cultures of the world. Namahana School’s purpose is to serve the communities of Halele‘a and Ko‘olau with rigorous ‘āina-based education through cultivating relationships with ‘āina, kanaka, and ao. Namahana School’s vision is to nurture ‘āina-conscious graduates that know who they are, where they come from, and are prepared with the academic skills necessary to be kia’i (caretakers) for their community.

General Responsibilities

Under the supervision of the Executive Director, the Director of Learning (DL) is responsible for the effective and compliant design and implementation of Namahana School’s academic model. The DL supervises advisors and teachers, the Student Support Services Coordinator, and Internship Coordinator. As a member of the Leadership Team reporting directly to the School Leader/Executive Director, the DL will provide strategic academic planning and implementation and will serve as a thought partner to the School Leader/ED.

Our Commitment to Diversity, Equity, and Inclusion

At Namahana School, diversity, equity, and inclusion are a matter of mission. We stand for voice and choice. We strive to create empathetic educational spaces that serve as playgrounds for exploration and self-discovery so that we can more fully engage in critical reflection of the larger world and fashion one that is more inclusive, responsive, and equitable for all.

In service of the students, families, and community of Halele‘a and Ko‘olau, we are committed to grow, learn, and engage with the local community including Hawaiian language and culture. We believe that our team should reflect the vast diversity of the communities we serve, and that diverse voices should be elevated and intentionally integrated into our work.



Specific Responsibilities

- Support and facilitate the development, nurturing, and growth of healthy youth and community.
- Serve as an advocate and ambassador for the values, mission, and vision of Namahana School. Ensure operations and services are consistent with the mission and the charter.
- Model safe, kind, respectful, and responsible behaviors with students, parents, colleagues, and community members.
- Commitment to learn, grow, and engage with local community including Hawaiian language and culture.

Strategic Leadership

- Collaborate with the School Leader/Executive Director, Director of Finance and Operations and other members of the Team to establish, refine, and execute the organization's growth plans.
- Translate strategy into a clear and shared vision for high quality learning and partner with leaders on their team to translate that vision into actionable plans for delivering/optimizing all academic-related priorities.
- Work with the Executive Director and staff to analyze student data and determine curricular, instructional or assessment adjustments necessary to meet the needs of students and improve academic outcomes.

Community and Instructional Leadership

- Building relationships, experiences, and solutions directly with students.
- Work with the Executive Director to communicate and meet with families about student learning.
- Help develop, manage, and achieve objectives to ensure a focus on student achievement and highly effective learning climate.
- Develop and implement Namahana curriculum and staff training around the following areas: Real-World Learning, Internships, Communications, Quantitative Reasoning, Empirical Reasoning, Social Reasoning, personalization of student work, and in-depth projects.
- Foster a positive school climate where student discipline concerns are addressed in a manner that promotes student responsibility and mutual respect.
- Oversee student support and discipline systems.
- Oversee instruction, staff development, assessment, and curriculum design, development and implementation.
- Lead school-wide professional development (staff meetings, one-on-one meetings, etc.)
- Ability to have a flexible schedule to include weekend community activity meetings, evening board meetings, and other stakeholder engagement.



Work Environment, Physical, and Mental Demands

- Works under regular office conditions with the ability to work remotely
- Required to travel as needed
- Ability to have a flexible schedule, including occasional weekend community activity meetings, evening meetings, and other stakeholder engagement
- Ability to operate general office equipment including computer, copier, printers, fax machine, etc.
- Ability to lift, carry, push, pull, at least 25lbs. of general office material or equipments.

Operational Leadership

- Management and evaluation of staff of advisors, learning specialists, SPED, the Student Support Services Coordinator, the Internship Coordinator and other roles. Design and implement highly effective student and staff recruitment and onboarding systems, with a strong commitment to mission and educational equity.
- Assist the School Leader to develop recruitment strategies for the organization, build connections, and tapping into a variety of networks to build a pipeline of high-potential candidates to maintain high student enrollment numbers.
- Work strategically across teams to implement and support student and staff retention and succession planning efforts.
- Overseeing the accreditation process.

Skills and Qualifications

- Passion for education and a commitment to serving youth and the community.
- Belief in and alignment with Namahana School's mission, vision, and educational model
- Bachelor's Degree Required, Master's in a related field preferred.
- At least five years of classroom teaching experience, secondary level preferred.
- Strong classroom management skills
- Knowledge of the 'aina-based or place-based instructional and curricular strategies
- Experience managing a team, coaching teachers, and/or designing curriculum.
- Demonstrate ethical behavior and confidentiality of information about students and staff in a school environment and in the community.
- Firm commitment to building a team culture of high expectations, support, inclusion, and continuous learning; able to solicit and incorporate feedback and ideas from team members at all levels

Preferred Experience

- Demonstrated commitment to the growth and maintenance of community based cultural values.
- Demonstrated understanding of the local and geographic context, diversity, and student-body Namahana School serves.
- Knowledge of Hawaii charter school legislation and performance expectations



Start Date: Immediate

Position Type: Full-time employee

Salary Range: \$70,000 - \$85,000 per year, commensurate with experience.

Employee Benefits: Flexible schedule; health benefits (medical and dental); paid time off; working with an awesome team.

*Employment Contract terms subject to negotiation and are in accordance with Hawai'i State Laws.

How to apply:

Please email your cover letter and resume/CV to aloha@namahanafoundation.org. If you have questions, please contact Kapua Chandler at aloha@namahanafoundation.org.