

Tessellations School
Associate Director of Admissions
Cupertino, CA

Tessellations seeks a driven, innovative admissions professional to provide comprehensive support across all facets of the admissions process.

Serving students from Pre-K to Grade 12, Tessellations (Tessie) provides an appropriately challenging experiential education that recognizes and nurtures the individual strengths of gifted learners, empowering them to confidently express who they are, pursue a meaningful life, and contribute to advancing an equitable and sustainable world. Opened in 2020 by a group of like-minded families and educators, Tessie has grown from serving 30 students online to almost 300 on a 9.4-acre main campus and an additional local nature campus providing easy access to the outdoor exploration which serves as a key part of the educational project-based program.

The Associate Director Admissions will support inquiry management, data management, tour coordination, and development of marketing materials. This person will serve as a key point of contact for prospective families, guiding them through the admissions journey and ensuring a positive experience from initial inquiry to enrollment.

To show interest in the position and to receive the Opportunity Statement once it becomes available, please click the '[Apply](#)' button on this page and submit your information.

Search Leads: Jennifer Fleischer and Kennedy Turner

Start Date: As soon as possible

Salary Range: \$80,000-\$110,000

Status: Accepting Applications

Tessellations School is an equal opportunity employer and welcomes applicants of any race, color, religion, gender, gender identification, sexual orientation, national or ethnic origin, and any other legally protected status.