



BOSTON COLLEGIATE CHARTER SCHOOL 2019-2020 High School Dean of Students

BCCS was founded in 1998 with a simple yet ambitious mission: to prepare each student for college. We have grown from 120 students in grades 5 through 7 to 700 students in grades 5 through 12.

- 100% of BCCS's graduating classes have been accepted to college. The majority of our students will be the first in their families to earn college degrees.
- In 2018, 95% of BCCS students scored Advanced or Proficient on the 10th grade ELA MCAS exam, compared with the Massachusetts state average of 90%; 92% of BCCS students scored Advanced or Proficient on the 10th grade Math MCAS, compared with the Massachusetts state average of 78%. Additionally, 94% of BCCS students scored Advanced or Proficient on the 9th grade Physics MCAS exam.
- The school accepts students by random public lottery from a waiting list of over 1,700 students.

Current Openings:

We are looking for a smart, problem-solving, self-reflective, and passionate **HIGH SCHOOL DEAN OF STUDENTS** who wants to be part of a dynamic team to help continue to BUILD a school and to SHAPE its future direction. Our leaders and teachers:

- believe we must all do whatever it takes to ensure all students are not only accepted to college but graduate successfully from college;
- are committed to advancing diversity, equity, and inclusion so that all BCCS students and staff can thrive;
- believe in measuring student academic achievement in tangible ways;
- believe that data should drive instruction and that curriculum should be based on clear and rigorous standards;
- believe in reflecting on their performance with the desire and humility to grow in and improve upon their craft in the interest of student achievement;
- believe in having the highest expectations for all students and not making excuses for them, the school, or staff;
- believe that students, families, teachers, and school leaders should be held strictly accountable for their work;
- believe in building a positive school culture where respect, enthusiasm, effort, achievement, perseverance, community, and hard work are valued; and
- believe that for every problem, there is a solution, that if we can't find the answer immediately, we simply work longer, harder, and smarter.

Responsibilities:

- Provide exemplary leadership to all members of the school's community in establishing a positive, structured, achievement-oriented, inclusive, and creative school culture and in achieving the school's mission of preparing each student for college;
- Coordinate community building, including but not limited to assemblies, events, and other activities and routines;
- Manage the school's discipline policies, and keep accurate discipline records;



- Serve as the point person for all behavioral concerns, and assist teachers, students, and families in the effective creation and implementation of individual behavior plans;
- Observe classes to give teachers feedback on classroom culture;
- Coach teachers to improve their instructional practice, especially as it relates to issues of relationships with students, classroom management, and school culture;
- Implement the high school's incentive and discipline policies, including tracking demerits and coordinating detention as well as implementing restorative justice practices;
- Lead induction of 9th grade students as well as new 10th grade students with the 9th grade team;
- Lead staff efforts and work with students and families to ensure excellent attendance for all students;
- Routinely communicate with families regarding truancy concerns; create plans to eliminate excessive absences and chronic lateness;\and
- Serve as point person for all High School students and families regarding academic and behavioral performance and progress.

Qualifications:

Candidates should have an entrepreneurial spirit and approach to teaching, leading, and school reform. Ideally, candidates will have at least five years of teaching experience in an urban school. At least two years of management experience is preferred.

- Extensive knowledge of adolescent development;
- Experience coaching teachers in classroom management;
- Experience creating, monitoring, and maintaining systems that enhance a positive school culture and safe environment;
- Excellent interpersonal, organizational, and communication skills;
- Strong analytical and problem-solving abilities;
- Desire to be part of a fast-paced, innovative organization and willingness to take initiative;
- Belief in and commitment to our mission; and
- Knowledge of education reform and the charter school movement in Massachusetts.

To Apply:

Applications including your resume and a cover letter describing your interest and qualifications should be sent to teacher@bostoncollegiate.org. No telephone inquiries, please.

More information about Boston Collegiate Charter School may be found at www.bostoncollegiate.org.

Boston Collegiate is an equal opportunity employer. Accordingly, we make employment decisions without regard to race, color, religion, national origin, age, gender, gender identity, sexual orientation, veteran status, genetic information, or disability. Boston Collegiate is committed to building a supportive and inclusive workplace that reflects the diversity of Boston.