



DEAN OF STUDENTS

SCHOOL YEAR: 2017-2018

THE SCHOOL - Bridge Boston Charter School is a comprehensive, full-service public school that opened in the fall of 2011 with 72 children in K1 and K2. Next year, the school will hold grades K1-6 with 312 students. We are chartered to expand by a grade each year until we serve 335 students in grades K1-8. Bridge Boston Charter School's mission is to help our students thrive in a challenging, joyful, inclusive public school community that values close partnerships with families and a focus on the whole child. Through full-service programming, Bridge Boston Charter School works to remove the health and social obstacles that hinder student learning. This year we are serving students who are 39% ELL, 21% SPED, and 20% who have been or are currently homeless. To serve our students and fulfill our mission, the school is chartered to run an extended year and extended day program.

THE POSITION- We are seeking an experienced and dedicated Dean of Students to plan, implement, and evaluate a comprehensive behavior management system for a growing school. The Dean is responsible for developing and maintaining a positive school culture. As part of the school leadership team, the Dean will implement and inform staff training to promote consistent expectations and enforcement of code of conduct, as well as tracking and using data to improve practice and policy. The Dean will also work closely with school leadership and therapeutic team to develop preventative and social-emotional programming to foster an environment where students thrive, developing the skills, mindset, and optimism to excel academically and create their own futures. This is a full-time 12-month position eligible for our competitive benefits program.

Qualifications

- Bachelor's degree required
- Direct experience working with children serving underserved communities in a supervisory capacity preferred
- Strong interpersonal and communication skills, written and verbal, with different audiences, including students, parents/guardians, and staff
- Value of diversity and demonstration of cultural competence and sensitivity; experience in supporting diverse needs and working with diverse populations
- Adaptive, flexible, and resourceful problem solver; customer-service orientation
- Detail-oriented and organized; can build and maintain systems that can grow with the school
- Strong team player and experience working collaboratively
- Life-long learner; willingness to make and learn from mistakes; passion for learning new things
- Sense of humor
- Bilingual Spanish, Haitian-Creole, or Cape Verdean Creole highly desirable

Responsibilities

- Promote and support the school's mission and values, reflecting deep respect for all students, families, and staff
- Work closely with school leadership to develop a positive school culture, maximize learning time, and optimal use of space and resources to support these goals, includes professional development and staff trainings
- Create and implement school-wide behavior management system and effective communication system
- Model positive interactions and effective interventions with students; development of behavior plans
- Serve as point person for behavioral crisis intervention, disciplinary action, and other student culture issues
- Track and use data to inform and improve systems and practices to promote learning time, positive and safe school culture, and high attendance; meet with grade level teams as part of that process
- Be highly present and visible during school hours for students, families, and staff; manage transition times, including arrival, dismissal, breakfast, and lunch
- Ensure compliance with state and school regulations reporting requirements related to discipline, physical and emotional safety, and attendance
- Other duties as assigned

More information about the school is available at www.bridgebostoncharterschool.org. If you are interested, please send your resume and cover letter to Jennifer Daly at hr@bridgebostoncs.org. Please title your subject heading: *Dean of Students*.

Bridge Boston Charter School does not discriminate on the basis of age, color, disability, national origin, race, religion, sex, homelessness, gender identity or sexual orientation. Inquiries concerning Bridge Boston's compliance with Title IX and other civil rights laws may be directed to the Executive Director, 2 McLellan Street, Dorchester, MA 02121, phone: 857-229-1601.