



*The mission of Cristo Rey Baton Rouge Franciscan High School is to prepare young people for lives of faith, purpose and service. Committed to the Cristo Rey mission to serve students from communities most in need, our college preparatory curriculum integrates rigorous content with meaningful work experience and faith formation. Inspired by the Franciscan Missionaries of Our Lady to be living witnesses to the Gospel message, we are committed to the teachings of the Catholic Church and the fulfillment of each student's God given potential.*

### **Dean of School Culture Position Opening**

The Dean of School Culture is responsible for creating and maintaining a safe, healthy, and supportive environment and school culture that synthesizes the intellectual, physical, social, emotional, and spiritual development of our students in a holistic way. The position helps to create and sustain a culture of high expectations and continual support for all teachers and students, as well as assist with the cultivation of a diverse and inclusive community through systematic programming where all students can thrive personally, socially, and academically. The Dean of School Culture is a member of the academic leadership team.

#### ***Qualifications and Experience***

The Dean of School Culture must have the following qualifications and experience:

- Genuine commitment to Jesus Christ and gospel-centered living.
- Appreciation of diversity, equity, inclusion, and belonging.
- Strong background in the implementation of a rigorous, standards-based, college preparatory curriculum.
- Experience analyzing and utilizing multiple sources of data to increase student achievement.
- Demonstrated success as an instructional leader in creating high-expectation, supportive classroom environments.
- Experience coaching and evaluating faculty and staff.
- Familiarity with the Danielson Framework for Teaching a strong plus.
- Demonstrated ability to inspire, lead and work collegially with faculty and staff.
- Demonstrated commitment to Cristo Rey's mission and Catholic, faith-based education.
- Strong commitment and ability to connect with low-income, urban, minority students and their families.
- Excellent interpersonal, written, and oral communication skills.
- Master's Degree in Education or an education-related discipline (i.e. educational leadership, school counseling, social work, etc.) with at least three years of high school administrative experience or five years of high school teaching experience.
- Record of accomplishment in teaching and/or leadership experience in a school setting.

#### ***Primary Responsibilities***

##### **INSTRUCTIONAL LEADERSHIP**

- Visit classrooms frequently to observe teaching and learning and provide feedback and formation to teachers, with a specific focus on student engagement, clarity of learning targets and learning pathways, and the establishment of a classroom culture that combines high expectations with student-centered learning.
- Maintain a school culture where diversity is encouraged, where professionalism is practiced, and where students learn to respect differences, take responsibility for their actions, and exercise integrity and leadership.
- Design, implement, and sustain a culture of high expectations, achievement, and support for and among all students, by helping teachers to build supportive classroom environments and by coordinating all student support efforts (counselors, interventionists, and classroom teachers).
- Coordinate for substitute teachers or internal coverage in the event of a teacher absence.

#### **STUDENT BEHAVIORAL SUPPORT**

- Develop and implement programs or personal counseling to promote positive student behavior as well as intervention strategies that promote a culture of success and reduce student attrition.
- Establish and maintain strong culture of engagement, trust, and support with students, faculty, and parents/families through ongoing, proactive communication.
- Develop and implement family engagement initiatives to promote parent involvement at school and to support parent development, as it pertains to student academic success and character formation. Communicate effectively and proactively with parents regarding upcoming student programming and events.
- Develop systems and structures to limit the time spent on reactive student discipline through ensuring consistent implementation of research-based best practices in supporting high levels of student engagement, belonging, and success in classrooms.
- Improve and implement the school's discipline system and other structures necessary to promote student achievement and character development both inside and outside the classroom.
- Supervise the administration of the discipline policies of the school and administer appropriate consequences for behavior. Maintain accurate discipline and behavior records, including producing contracts with students and parents and sharing weekly student discipline reports with the Principal.
- Monitor student attendance and communicate with families regarding extended and/or unusual absences. The Dean will act as the point person for students on a leave or with restricted attendance (i.e. partial days due to medical issues).

#### **LEADERSHIP AND COLLABORATION**

- In collaboration with the Principal, plan and deliver Professional Development for teachers related to Domains 2 and 3 of the Danielson Framework.
- In collaboration with the Principal, plan and supervise Credit Recovery and Summer Bridge programming
- Assist the Principal with hiring, training, and retaining excellent teachers.
- Serve as a member of the Academic Leadership Team.



- Serve as a member of the Student Success Team to identify and support students who are struggling academically, behaviorally, or emotionally.
- Manage areas of daily school operations (e.g. arrival/dismissal, lunch, school trips, extra-curricular school activities, school events, etc.)
- Support student recruitment, enrollment and retention activities as needed.
- Understand and appreciate the developmental and educational benefits of the school's Corporate Work-Study Program. Coordinate with work-study team to comprehensively address student needs in the classroom and at the worksite, during Young Professionals Training and throughout the school year.

#### **CAMPUS LIFE**

- Organize student activities, including extracurricular clubs and programs and committees, including overseeing the scheduling of all meetings and events; training, coaching, and supervising club sponsors and committee chairs /co-chairs; and managing budgets for related programs and committees.
- Develop and implement safety drills and routines with the Principal and Operations Director that are known, practiced, and implemented to ensure student safety.

#### **LEARNING AND DEVELOPMENT**

- Leverage available resources from the CR Network, colleagues, and external sources to continually reflect on and improve your practice.
- Participate in the school's professional learning community, collaborating with colleagues to analyze student development and teaching practice. Help to create a reflective learning organization for both students and adults. Serve as a catalyst for improvement in your own work and school-wide.
- Assumes responsibility for the smooth operation of the school when the Principal is absent
- Assume other duties/amend above responsibilities as determined by the Principal.

**Application Process:** Candidates should submit a cover letter, resume, and three references to: [aclarkston@crstoreybr.org](mailto:aclarkston@crstoreybr.org).

Job Type: Full-time, Exempt