



Dean of School Culture

Job Summary

As a Dean of School Culture at Ivy Hill Prep, you will be at the center of this work— coaching our teachers and driving decisions that will benefit our scholars. You will be the driver of high-quality coaching instruction that enables teachers to develop and deliver strong content to help our scholars develop a lifelong love of learning. You will work with teachers as a champion who believes all students are capable of greatness and achievement far beyond what society has been conditioned to accept. You will be a demander of excellence for yourself, your teachers and your students, an educator who helps create a vibrant school community where students have the type of powerful school experience that fosters their best and most thoughtful work.

Key Responsibilities

- Model building strong, mutually respectful relationships with scholars and families and support teachers to do the same
- Coach a portfolio of teachers, take leadership of a particular subject or grade level, and facilitate high-impact professional development for staff
- Drive fidelity of school culture systems, including behavior management, attendance, and more
- Analyze school wide culture data and adjust ensure fidelity to common picture
- Observe and give feedback on schoolwide systems and classroom culture

Demonstrate Exceptional Teacher Leadership:

- Directly coach and develop a portfolio of teachers
- Observe lessons regularly and deliver targeted feedback to teachers
- Collaborate with grade/subject teams to plan units, lessons, and assessments; regularly share feedback
- Model outstanding instruction for teachers

Facilitate Excellent Professional Development:

- Coordinate and manage creative, inspiring professional development sessions in line with school goals and priorities
- Direct the interim assessment process to ensure teachers are using current data to drive instruction; facilitate regular, meaningful interim assessment data debriefs with teachers

Serve as an Active Member of the School Leadership Team:

- Participate in regular leadership team meetings
- Lead staff training at the start and end of the school year and on professional development days
- Work closely with the School Social Worker and the Leadership Team to support efforts in character development and positive school culture
- Assist teacher leaders (e.g., grade team leaders) in developing leadership skills

- Model the Ivy Hill Prep professional and core values always; be a visible and highly engaged leader in the school community

Required Education

- Bachelor's degree; master's degree preferred
- At least 3 years of K-12 full-time lead teaching experience (or directly supporting school culture) with a record of high student achievement
- At least 1 year of experience coaching and leading adults to obtain high student achievement and/or classroom culture, in charter school

Key Competencies & Qualifications

- An active and demonstrated commitment to Ivy Hill Prep's mission and values: **Leadership | Excellence | Academic Growth | Unique | confidence**
- A Track record of exemplary instructional and classroom management skills, including meeting extremely high standards for student achievement
- A Proven ability to coach and manage adults and drive excellent student achievement through others proactively and effectively
- Exceptional personal organizational skills, ability to coach others to improve their organizational skills and efficiency, and ability to "zoom out" to create and manage systems and projects that require long range planning and organization
- People Leadership: Strong self-awareness and awareness of others, and exceptional "warm/demanding" balance when leading adults
- Growth mindset for self and others; willingness to seek out feedback and ability to implement constructive feedback quickly and effectively
- Mastery of and enthusiasm for subject matter

Salary & Benefits

\$61,300.00 - \$99,700.00

Ivy Hill Prep offers a competitive salary, comprehensive health benefits, and retirement benefits. Aside from extensive professional development, all our staff members are equipped with a laptop computer, email, high-speed internet access, and all necessary instructional supplies.

Commitment to Diversity

Ivy Hill Prep is an equal opportunity employer and does not discriminate based on race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability, pregnancy or veteran status.

Apply Now!

Please send a resume and cover letter to info@ivyhillprep.org