



### **Dean of School Culture**

Are you hard-working and passionate about helping all students graduate from high school and college?

Are you inspired by the transformative capacity of Catholic education?

Are you courageous, energetic, and optimistic, quick to recognize the good in every student?

Are you an empathetic listener who builds trusting relationships with students, parents, and colleagues?

Are you committed to growth, interested in implementing feedback to continuously improve?

Are you organized and efficient, able to fulfill varied responsibilities in a fast-paced environment?

If so, Cristo Rey San Diego High School needs your talent to enrich our supportive, college-bound learning community, serve families who embrace bold dreams for their children, and inspire students to lead through service to others.

#### **About Cristo Rey.**

Cristo Rey San Diego High School is the 37<sup>th</sup> school in a growing national network of Catholic high schools recognized for transforming Catholic education through a unique integration of rigorous academics, professional experience, and spiritual formation. For the 2022-23 school year, Cristo Rey San Diego will welcome its third class of approximately 100 freshmen boys and girls of limited financial means. Cristo Rey's innovative model calls for our students to attend class four days per week and work in a professional setting five days per month through our Corporate Work Study Program (CWSP). While some of our students will enter high school below grade-level academically, it is the collective mission of our staff to ensure that our students gain admission to—and ultimately graduate from—college. In pursuit of that goal, Cristo Rey has a longer school day and an extended academic year, and our teachers innovate, plan, reflect, and practice so that they maximize their impact in the classroom.

#### **The Position**

##### ***Who We Seek***

Cristo Rey San Diego High School now seeks a Dean of School Culture for the 2022-2023 school year. The Dean of 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. The Dean of School Culture helps to create and sustain a culture of high expectations and continual support for all teachers and students, as well as

promoting and enforcing a school environment that is professional and respectful of others. The Dean of Culture is a member of the administrative team.

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

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

- 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
- 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 students from traditionally marginalized backgrounds
- Excellent interpersonal, written, and oral communication skills in *English and Spanish*
- Motivated by the potential accomplishments, innovations, and challenges associated with a growing institution

### ***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).

#### **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.



# CRISTO REY

## SAN DIEGO HIGH SCHOOL

- 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.
- 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.
- Maintain accurate discipline and behavior records, including producing contracts with students and parents and sharing weekly student discipline reports with the Principal.
- Establish and maintain strong culture of engagement, trust, and support with students, faculty, and parents/families through ongoing, proactive communication.
- In conjunction with the CWSP Director and the Principal, coordinate the school's dress code and its implementation
- Supervise the administration of the discipline policies of the school. Administer appropriate consequences for behavior including detention, Saturday detention, in-school suspension and out-of-school suspension.

### 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.
- 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 parts of the 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 Intensive Training and throughout the school year.

### CAMPUS LIFE

- Organize student activities, including extracurricular clubs and programs and athletics, including overseeing the scheduling of all meetings, games, and practices; training,

coaching, and supervising club sponsors and coaches; and managing budgets for related programs

- Develop and implement safety drills and routines with the Principal and Principal's Administrative Assistant 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.
- Be willing to assume the role of the Principal in the absence of both the Principal and the Assistant Principal.

Apply. To apply, submit all of the following in pdf format (preferably one document, if possible) to

Teach@CristoReySanDiego.org, and include the position in the subject line.

- Resume
- Cover letter that articulates your interest in and readiness for the position
- Contact information for three professional references (email and phone number)
- Responses (maximum 500 words per response) to each of the following three questions:

1. What attracts you to the Cristo Rey mission?
2. How do you feel you are a match for this unique opportunity to be the founding dean of school culture at Cristo Rey San Diego High School?
3. What initial steps would you take to continue to build school culture at CRSD?

Disclaimer. Cristo Rey San Diego High School provides equal employment opportunities to applicants without regard to race, ethnicity, religion, sex, or national origin.