



## Job Description: Founding Dean of Culture

### **Community. Growth. Freedom.**

Kansas City Girls Preparatory Academy addresses a community need for more opportunities for young women in neighborhoods that have been negatively impacted by historical de jure segregation and contemporary de facto segregation.

To confront the impacts of systemic racism and sexism, our mission has three core parts: develop young women to discover their voice, succeed in college, and lead impactful, meaningful lives.

We are building a team committed to shared values of community, growth, and freedom in partnership with young women on Kansas City's east side.

### **What makes working at KC Girls Prep unique?**

- *We are founders.* Every team member contributes to the growth of a new learning community. To provide opportunities for early engagement, team members can begin working a few hours a month as a planning consultant as early as January 2019.
- *Relationships are at the center of our work.* Academic success is only part of the equation. To be truly successful, students – and team members – need authentic connection with one another, their individual identities, and their deepest values. We use Restorative Practices and engage together in daily Social and Emotional learning to build the relationships that sustain us.
- *We build strong teams.* We know that students are best served by strong teacher teams, not just loosely connected classrooms. Girls Prep places teachers in the grade and content area that best meets students' needs and ensures the team's success. Teachers may also loop to the next grade level to support sustained student growth. Grade/content placement decisions are made with team input.
- *We focus on deep mastery of STEAM and literacy.* All staff engage in professional learning grounded in standards-based, vertically aligned curricula. This approach supports long-term mastery of rigorous conceptual knowledge, procedural skills and fluency, and the ability to apply them in novel contexts.
- *We are all learners.* Our team's growth is the most important predictor of our students' growth. We engage in nearly thirty days of development annually, not including weekly development, instructional coaching, and peer collaboration. We are looking for teammates who have the courage to take risks, make mistakes, and grow.

### **What are my roles and responsibilities?**

- *Lead Restorative Practices and Strong Social and Emotional Learning via Daily Advisories*
  - Be authentic, caring, and vulnerable in order to build a trusting team where we can learn, grow, and struggle together

- Support advisory teachers in developing advisory groups where young women can give one another support and challenge one another when necessary
- Lead the implementation and refinement of advisory curriculum to help students' social and emotional growth, relationships, and sense of community
- *Connect team members with families and community members*
  - Actively build trusting relationships and seek partnership with families through consistent engagement, including home visits and participation in community events
  - Lead Behavior Improvement Plan meeting process with family members
- *Coach teachers for strong culture*
  - Observe and coach teammates to building strong relationships and culture, including classroom management, Restorative Practices, and Social and Emotional Learning
  - Lead small group and whole staff professional development
- *Develop administrative systems*
  - Lead the effective use of a school-wide behavior plan and adjust based on progress monitoring of a comprehensive behavior data
  - Work closely with instructional staff to ensure academic supports are in place to address gaps in behavior and culture
  - Develop a Joy Calendar to guide planning for team and student culture-building events
- *Manage Social Workers*
  - Provide team leadership and individualized support to maximize the Social Workers' growth and impact on students
- *Engage in collaborative learning*
  - Engage in daily practice with teammates to hone professional practice
  - Use daily formative assessments to drive collaborative planning
  - Engage in weekly, data-based coaching and planning cycles with teammates
  - Participate in collaborative curriculum development and adapt plans to incorporate Social and Emotional Learning
- *Perform other duties as assigned*

### **Certification Requirements**

- Valid Missouri Teacher Certification
- Bachelor's degree from an accredited institution

### **Qualifications**

- 5 to 7 years classroom experience
- Minimum 3 years leadership experience within school environment
- Able to work extended school year and extended day hours
- Conversational or better knowledge of a world language is preferred but not required, especially Arabic, Burmese, French, Karen, Kinyarwanda, Somali, Spanish, Swahili, or Vietnamese.

### **Who's an ideal candidate?**

- *Equity is at your core.* You bring a lifelong commitment to directly challenging inequities caused by racism, sexism, and other forms of oppression.

- *You want to help young women discover their voice.* You know the power for young women in developing a strong, positive self-concept and equally strong academic knowledge and skills. You can provide the support for young women to serve as leaders for Kansas City and beyond.
- *You're a learner.* You leave your ego at the door and embody the incredibly steep growth curve we seek for every member of our community.
- *You're an influencer.* You hold extremely high expectations of yourself and your teammates. You communicate those expectations in a direct, caring, and motivating way. You engage teammates with humility and an unwavering, high bar of expectations.
- *You're an entrepreneur.* You bring the energy, adaptability, and results-focus necessary to thrive in a startup.

### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit, walk, stand and talk or hear. The employee must occasionally lift and/or move up to 50 pounds. The employee must occasionally push items of 50 pounds such as pushing on a bike or wheelchair or moving/rearranging furniture. Specific vision abilities required by this job include close vision, distance vision, and depth perception.

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the roles and responsibility of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually loud and is a standard acceptable level for this environment. Is directly responsible for students' safety, work output and well-being. While performing the duties of the job the employee occasionally may visit a child's home.

### **Compensation and Benefits**

Compensation is competitive, commensurate with experience. In addition, KC Girls Prep offers a generous benefits package including medical, dental, and vision coverage for individual employees, a 403b retirement plan option, Flexible Spending Accounts for medical and child care, planned breaks for one week at Thanksgiving, two weeks at Winter Break, one week in March, and two weeks at end of June/beginning of July.

### **Join our Founding Team!**

Please apply online: [www.kcgpa.org/join-our-team](http://www.kcgpa.org/join-our-team). If you have any questions, don't hesitate to reach out at [hr@kcgpa.org](mailto:hr@kcgpa.org).