

Kansas City Girls Preparatory Academy

Job Description Founding School Leader

OUR MISSION

The mission of Kansas City Girls Preparatory Academy (KCGPA) is to develop young women to discover their voice, succeed in college, and lead impactful, meaningful lives. KCGPA will be the first single-gender, open-enrollment charter public school in Kansas City. It will enroll 100 fifth grade girls beginning in fall 2019 and grow one grade per year to form a 5th-8th grade middle school and a 9th-12th grade high school.

APPLY

Please apply at www.kcgpa.org by **Monday, February 5, 2018**. Applications are reviewed on a rolling basis. The interview process consists of:

- *Online application.* Resume, brief survey, two short written responses.
- *Phone interview.* Traditional interview questions, 30-45 minutes.
- *Video conference interview.* Prepare by reviewing a video and lesson materials for a middle school ELA or math teacher. Coach the teacher in a role play. 60-90 minutes.
- *Semifinalist interview.* In-person, includes tasks, role plays, and interviews.
- *Finalist interview.* In-person, includes tasks, role plays, and interviews.
- *Reference checks.* 3 minimum, including a current or former supervisor.

Please note that KCGPA is offering a \$5,000 referral bonus for its Founding School Leader role. Please see our website for details.

PRIMARY RESPONSIBILITIES

The founding School Leader is responsible for building the foundations of student and staff culture and academic achievement. The pre-launch planning and first two years after launch will set the trajectory for the school's long-term success. As the school grows, the founding School Leader will carry forward KCGPA's commitment to genuine student leadership development, high academic achievement, and college and life success for all students. This position reports to the Chief Executive Officer. This is an exempt position.

Pre-Launch Planning and Programming

- Research, design, and align assessments, curriculum, culture, data systems, and academic supports with Missouri Learning Standards, Common Core State Standards, ACT, AP, and social and emotional learning standards
- Develop and lead systems and curricula for adult learning to ensure strong teacher and leader growth and mastery of core knowledge and skills
- Engage in rigorous professional development opportunities, including residencies at high-performing schools in Kansas City and nationally to maximize learning from strong models for culture and instruction
- Facilitate professional learning communities focused on addressing core priorities (e.g. how to best refine curricula to maximize student growth for English Language Learners and Special Education students)
- Lead student recruitment and enrollment, including a Summer Leadership Academy and Saturday workshops to engage families and students beginning in summer 2018

Student Achievement

- Set ambitious goals for student achievement and performance; hold self and staff accountable for mastery of academic standards
- Lead staff in providing robust social and emotional learning for young women to promote agency, self-advocacy, and leadership
- Cultivate a data-oriented, results-focused academic culture and analyze data with teachers in order to maximize student performance
- In partnership with the Chief Executive Officer, evaluate school performance data to make holistic and individualized recommendations for improving instructional practices

Teacher Development and Evaluation

Develop a strong leadership team that drives effective staff development and culture, including:

- Continuous, high-quality assessment preparation
- Curriculum, unit, and lesson development, collaborative planning, implementation, and reflection in core content areas, Special Education, English as a Second Language, Fine Arts, social emotional learning, and elective programming
- Model exemplary instructional practices, supervise, observe, and provide specific, actionable feedback to leaders and teachers
- Lead comprehensive professional development, including: whole-school training; vertical, content-focused team development; horizontal, culture-focused team development; instructional rounds and walk-throughs
- Apply best practices and interventions to raise achievement for struggling students
- Lead staff evaluation and performance management

Leadership and Management

- Model KCGPA's core values, advocate for our mission, and set the standard for our school culture
- Build an aspirational, values-focused culture that ensures staff and students grow both personally and professionally in a strong, trusting community
- Develop strong relationships with students, families, and community members to maximize involvement in and support for student performance and self-actualization
- Lead staff recruitment, hiring, and onboarding
- Supervise schoolwide operational systems, with support from operational staff
- Other duties as assigned by the Chief Executive Officer

Professional Development

The founding School Leader will engage in development tailored to her/his personal growth and in alignment with the core competencies of a KCGPA School Leader. Professional development will be a combination of coaching from the Chief Executive Officer, training from external partners, and residencies at high-performing schools. Key areas of focus may include:

- Establishing a strong, supportive team
- Developing teachers and leaders' knowledge and skills in content, pedagogy, and social and emotional learning
- Leading and developing teachers and administrators
- Building a school culture of high expectations
- Using data to drive instruction

QUALIFICATIONS

- *Equity is at your core.* You bring a lifelong, heartfelt commitment to directly challenging historical and current inequities resulting from systemic racism and sexism. You advocate for change in the cultural, economic, and political factors underlying these inequities.
- *You want to help young women discover their voice.* You are passionate about providing an all-girls, open-enrollment school option for the families of Kansas City. You know the power for young women in developing a strong, positive self-concept and equally strong academic knowledge and skills. You seek to provide the supports for young women to become the next generation of leaders for Kansas City and beyond.
- *You walk the walk.* You've led exemplary academic achievement results in open-enrollment schools serving low-income students of color.
- *You're a learner.* You leave your ego at the door and have a deep hunger for professional growth and continuous feedback in areas ranging from self-management and emotional intelligence to school culture and curriculum design. You enjoy engaging in and leading live practice of new skills and knowledge. You embody the incredibly steep growth curve we seek for every student and staff member at KCGPA.
- *You're an entrepreneur.* You bring the energy, adaptability, and results-focus necessary to lead a startup.
- *You love content, pedagogy, and culture.* You have a nuanced understanding of the research behind and pedagogy that supports the Common Core State Standards. You see meaningful interdisciplinary connections between content areas. You ensure teachers and leaders internalize knowledge and skills in content, pedagogy, and culture.
- *You lead effective adult learning.* You can see the through-line of development needs for students, teachers, and leaders. You design learning that leads to measurable growth.
- *You're an influencer.* You hold extremely high expectations of yourself and your team. You communicate those expectations in a direct, caring, and motivating way. You engage colleagues with humility and an unwavering, high bar of expectations.
- *You sweat the small stuff. And, you see the big picture.* You intentionally zoom in to ensure perfection in the smallest details and zoom out to plan strategically.
- Bachelor's degree required, masters preferred.
- Meet all state and federal guidelines to be fully licensed and certified.
- Able to work extended school year and extended day hours.
- Conversational or better knowledge of a world language is preferred, especially Arabic, Burmese, French, Karen, Kinyarwanda, Somali, Spanish, Swahili, or Vietnamese.

LOCATION

Full-time in Kansas City, Missouri beginning July 1, 2018. Options for remote, part-time, consulting, and/or full-time employment prior to July 1, 2018 will be considered to begin onboarding and planning earlier. Significant travel is required between July 1, 2018 and June 30, 2019 to engage in national professional development and residencies at high-performing schools. Specific dates and locations are to be determined in collaboration with the Chief Executive Officer and in alignment with the School Leader's professional development plan.

COMPENSATION

KCGPA offers a competitive compensation package commensurate with experience and anticipated responsibilities. KCGPA seeks to ensure every employee feels well cared for and offers a generous benefits package.

EQUAL OPPORTUNITY EMPLOYMENT

KCGPA strongly values equity and works toward a more just society. KCGPA proactively seeks a diverse pool of candidates who seek an open and inclusive work environment. KCGPA is an equal opportunity employer and does not discriminate against any employee or applicant for employment because of race, color, ethnicity, religion, gender, sexual orientation, national origin, disability, age, marital status, military status, pregnancy, or parenthood.

ORGANIZATION

KCGPA will be an affiliate of the Young Women's Leadership Network (YWLN), a network of all-girls schools founded over two decades ago that has ensured college access for thousands of young women from low-income neighborhoods. In service of its core values of equity, community, and growth, KCGPA will create a space where young women develop their voice and build the academic skills and knowledge to lead meaningful, impactful lives.

KCGPA 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. KCGPA will serve young women living in the Kansas City Public Schools district boundaries, with a geographic preference for students from zip codes with the largest gap between demand for and supply of quality schools.

To ensure every student can achieve at high levels, KCGPA will partner with families and its community to build a strong network of support for every student. In particular, KCGPA seeks to serve students with special educational needs exceptionally well, including students with learning disabilities and students who speak a language other than English at home. KCGPA's program will foster a strong community, confidence-building identity development, and a rigorous, college-bound academic culture, including:

- *More time.* An extended school year and longer day will provide 32% more time for learning.
- *No tuition, fees, or admissions exams.* KCGPA will recruit and enroll girls of all academic abilities.
- *Rapid literacy growth.* Students will be immersed in rich texts in all classes and will receive daily personalized support to ensure they grow as readers faster than they could imagine.
- *Science, Technology, Engineering, Arts, and Mathematics (STEAM).* STEAM classes will build conceptual understanding and interdisciplinary connections in content areas that open doors to a vast array of future opportunities for young women.
- *Social and emotional learning.* A daily advisory and curricular integration will ensure a tight-knit, trusting community where young women can challenge and support one another to be their best selves.
- *High quality teachers who are always learning.* Teachers and leaders will engage in 30 full days of professional development per year, not including weekly professional development sessions on an early-release day, weekly coaching, and weekly collaboration with colleagues to design rich learning experiences for students.

KCGPA's founding board is inspired by the incredible growth and achievement that students attain when supported by a school that ensures high expectations through high support, and is excited to share that opportunity with the young women who will serve as Kansas City's next generation of leaders.