



**Director of School Culture and Student Support
YouthBuild DC Public Charter School**

MISSION

YouthBuild DC Public Charter School (YouthBuild PCS) is an alternative high school for young people seeking to transform their lives by re-engaging in their education in a non-traditional school environment. YouthBuild PCS prepares students for post-secondary education and the workplace by offering, in English and Spanish, academic, vocational and workforce development programs. YouthBuild PCS believes that service to the community is an essential part of the transformative process. Therefore, students serve their community through volunteer projects and by creating housing for low-income residents in the Washington, DC metropolitan area.

For more information about YouthBuild PCS, visit youthbuildpcs.org.

RESPONSIBILITIES

The Director of School Culture and Student Support is responsible for establishing a culture of success and support for students at YouthBuild DC PCS. The Director leads the School Culture and Student Support team, provides guidance to staff and students, and sets the tone for a culture of excellence at YouthBuild DC PCS.

The Director of School Culture and Student Support's primary responsibilities include, but are not limited to:

School Culture Leader

- Provide leadership to all staff and students in establishing a positive, structured, and success-oriented school culture
- Create and sustain programs for students that teach and reinforce YouthBuild's culture and school expectations
 - Design, develop, and implement a restorative practice system in collaboration with key personnel and school leadership
 - Facilitate restorative practice interventions as needed to respond to individual student and community needs
 - Provide ongoing restorative justice trainings to staff members
- Lead School Culture and Student Support team to establish goals for student success, with benchmarks and incentives to meet goals; develop systems by which to achieve goals
 - Plan, design, and conduct follow-through strategies to meet attendance and behavior benchmarks
 - Oversee school attendance support and interventions which assist students' daily attendance in order to improve their achievement and school success
 - Oversee all student discipline and support issues

- o Keep accurate and effective student attendance, discipline, and support records, including the documentation of all student conferences and follow-up
- Support teachers in ensuring they set extremely high expectations and manage their classes in accordance with the YouthBuild DC commitment to excellence
- Coach teachers to improve instructional practice especially as it relates to issues of school culture and student support
- Be highly present and visible during school hours, relentlessly ensuring a positive school environment
- Model the school's core values and set the standard for professional behavior
- Collaborate with other members of the school's leadership team to create and sustain programs for students that recognize and celebrate achievement and continuous progress

Student Counseling, Support, and Wrap-Around Services

- Identify, plan, and implement strategies to address barriers to learning including, attendance concerns, behavior issues and social adjustment
- Build connections with partners and city agencies, ensuring that staff and students have access to external support services to remove barriers to success
- Oversee Student Success Counselors. Set standards for excellence and ensure that each student has an effective plan for success.

School Community

- Fully embrace YouthBuild DC's mission, vision, and values and promote them to students, staff, families, and members of the outside community
- Help to lead the orientation of new and returning students
- Participate in recruitment, registration, and re-enrollment activities
- Maintain positive, constructive and professional relationships with students, their families, and colleagues

Leadership Duties

- Serve as a member of the leadership team
- Supervise a 3-4 member School Culture and Student Support team
- Participate in working groups of staff and teachers to plan, problem solve, and support one another on an ongoing basis
- Participate in and deliver professional development and training on issues related to school culture student support services
- Attend and participate in staff and other school activities and meetings as appropriate
- Other appropriate tasks as needed

QUALIFICATIONS

Successful candidates will possess the following qualifications:

- Minimum of 3-5 years teaching/counseling and leadership experience in an urban school community,
- Bachelor's degree from an accredited institution required, master's degree preferred.
- Experience using data and data systems to make instructional decisions and ability to coach others in the use of data to ensure instructional delivery meets the needs of all learners

- Ability to plan strategically and maintain a focus on results
- Energetic, flexible, creative, innovative individual who can develop strengths-based, student-centered support plans
- Extraordinary interpersonal skills and desire to work as a team player with teachers and staff
- Ability to partner and create relationships with parents and community members
- Demonstrated passion for and commitment to YouthBuild's mission to transform lives of DC opportunity youth
- Expertise in youth development principles and alternative high schools
- Exemplary listening and verbal and written communication skills
- Strong cultural competency skills, including excellent ability to communicate with diverse students and staff
- Ability to thrive in a highly collaborative work environment, and flexibility to navigate complex situations, tasks, and challenges
- Proficiency in Spanish strongly preferred
- Full COVID vaccination

HOW TO APPLY

Please submit your cover letter and resume.

NO PHONE CALLS PLEASE.

YouthBuild PCS is an Equal Opportunity Employer, and does not allow discrimination with respect to employment or any of the terms or conditions of employment because of race, ethnicity, national origin, gender, age, sexual orientation, sexual identity, marital status or religion.