

## Community School Director

### Overview:

NYC defines Community Schools as an **equity strategy** to **organize resources** and **share leadership** so that academics, health, youth development, and family empowerment are integrated into the fabric of schools.

NYC Community Schools are grounded in three Beliefs and Mindsets:

1. Children bring their **whole selves** to school and we need a strategy that meets the needs of the **whole child**.
2. Schools are built on **relationships** and we are committed to making sure that all children feel **connected** and experience a sense of **belonging**.
3. All communities and families contain **assets** that should be leveraged for student success.

All NYC Community Schools **partner** with Community-Based Organizations (**CBOs**) to embed expanded learning time, health and wellness resources, and social services into schools. While every Community School provides slightly different services that are tailored for their students, families, and local communities, the best and most successful Community Schools share **Four Core evidence-based Features**—Collaborative Leadership and Practice, Family and Community Empowerment, Expanded Learning Time (ELT), and Wellness & Integrated Supports--and a common set of driving **Core Outcomes and Results**.

The Core Outcomes are two-fold. At the *student-level*, community schools aim for increased attendance and student engagement; connectedness to adults; development of social and emotional skills; and improved academic performance. At the *school-level*, community schools aim for improved school culture; more actively engaged families; and seamless service delivery with partner organizations.

### Job Summary:

A central component of the Community Schools approach is **the integration and alignment of school- and community-based services**, such as health, mental health, expanded learning opportunities and family empowerment. Critical to ensuring this alignment and coordination is the **Community School Director (CSD)**. The CSD should sit on the principal's Cabinet. In NYC Community Schools, the CSD is hired through a community partner.

### Job Responsibilities:

#### **Collaborative Leadership and Practice:**

- Serve as an advisor to the principal, providing leadership for coordinating work of different school partners.
- Sit on the School Leadership Team.
- Convene and facilitate Collaborative Planning Meetings to ensure partnerships and

resources are being used effectively and efficiently.

- Support the development and successful implementation of the school's Community School Plan and its inclusion in the Comprehensive Education Plan (CEP).
- Work with school leadership to maintain a focus on results and track progress.
- Develop strong relationships with parents, students, and teachers, and ensure that all stakeholders understand what a community school is and how it supports student achievement.

#### **Expanded Learning Time (ELT):**

- Work with SLT, teachers and partner agencies to integrate expanded learning and enrichment activities before, during or after the school day.
- Build relationships and mechanisms to effectively link the school day to expanded learning activities.
- Assist the school in identifying outside providers for ELT as necessary.

#### **Attendance Improvement:**

- Serve as a key member on the school's attendance team.
- Assist with data collection and research, and prepare relevant data to bring to meetings.
- Help to organize and oversee assets and needs assessment and seek input from teachers, school staff, parents and students to determine ongoing needs of students and families.
- Identify high need students, coordinate with teachers to target interventions, and track and monitor impact of interventions.

#### **Family and Community Empowerment:**

- Work with Principal and SLT to create strong school-to-home partnerships and cultivate parents as leaders in the school.
- Support events that promote family and community empowerment.

#### **Wellness and Integrated Supports:**

- Serve as a point person for coordinating health and mental health services in conjunction with the Office of Community Schools.
- Identify local community resources and broker new partnerships that are aligned with school goals and needs.

#### **Suggested Requirements and Qualifications:**

- Bachelor's Degree required, Master's Degree preferred.
- Bi-lingual skills may be needed depending on needs of school.
- Ability to work effectively with school aged youth, educators, families and communities from a wide range of cultural, social and economic backgrounds.
- Experience working in school based settings, with knowledge about tenets of community organizing, student support services, and youth development theories.
- Ability to work collaboratively, with strong relationship building skills.
- If not a DOE staff person, must have DOE fingerprinting and background clearances.